

MINUTES

Select Board

09/14/2021

Present: Select Board Member, Heather Hamilton, Select Board

Member, Bernard W. Greene, Select Board Member Raul Fernandez, Select Board Member, John VanScoyoc,

Select Board Member, Miriam Aschkenasy

4:30 pm via remote participation using the zoom virtual meeting platform

OPEN SESSION

Chair Hamilton declared that the Board shall enter into executive session to discuss strategy with respect to collective bargaining and litigation because an open meeting may have a detrimental effect on the bargaining or litigating position of the public body. And, to review /approve meeting minutes. The Board will reconvene in open session.

Question of entering into Executive Session for the reasons listed in items 2, 3, and 4.

On motion it was,

Voted to enter into executive session

Aye: Heather Hamilton, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

EXECUTIVE SESSION - LITIGATION

For the purpose of discussing litigation strategy in the case of Alston v. Town of Brookline, USDC Case No. 1:15-cv-13987.

For the purpose of discussing litigation strategy in the case of Amy Hingston Hall v. Town of Brookline, et al., Case No. 2182CV00666.

COLLECTIVE BARGAINING

For the purpose of discussing strategy related to collective bargaining with the Police and other Unions.

EXECUTIVE SESSION - EXECUTIVE SESSION MINUTES

Question of approving the following Executive Session meeting minutes:

August 3, 2021

August 31, 2021

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ANNOUNCEMENTS/UPDATES

The Board acknowledged the passing of Town Meeting member and Library Trustee Gary Jones.

October 3rd at 1:00 pm, Hidden Brookline Walking Tour October 3, 2021 See Brookline Adult Education

Town Administrator Kleckner has announced his retirement; more to come

Board member Fernandez read a statement on the Gerald Alston case

The 911 ceremony was well attended and a thoughtful program

There is a vaccine mandate for employers with over 100 employees; it is not clear if that is applicable to municipal units.

PUBLIC COMMENT

Susan Podziba spoke on sidewalk repairs for her street. Apparently will cost \$34million to pave all of the roads in need of repair; she hopes rescue plan dollars can be used to repair residential roads.

Bonnie Bastien spoke on the need to support food and housing insecurities.

Marty Rosenthal acknowledged the retirement of Mr. Kleckner and spoke on a Special Town Meeting related to the Alston case. He hopes that efforts to indemnify Stanley Spiegel are included in the settlement.

MISCELLANEOUS

Question of approving the following meeting minutes:

August 3, 2021

August 31, 2021

On motion it was,

Voted to approve the following meeting minutes:

August 3, 2021

August 31, 2021

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

AUTHORIZATION TO HIRE

Question of approving the authorization to hire request for a Clinical Social Worker II (T-03) in the Council on Aging Department.

On motion it was,

Voted to approve the authorization to hire request for a Clinical Social Worker II (T-03) in the Council on Aging Department.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

AUTHORIZATION TO HIRE

Question of approving the authorization to hire request for the Zoning Coordinator/Planner (GN-10) in the regulatory division of the Planning Department.

In Select Board 09/14/2021 Page 3 of 13 On motion it was,

Voted to approve the authorization to hire request for the Zoning Coordinator/Planner (GN-10) in the regulatory division of the Planning Department.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

CONTRACT

Question of approving Contract PW/21-04 "Sewer System Rehabilitation Project" Extra Work Order 1 with Green Mountain Pipeline Services, LLC. for the amount of \$164,361.

On motion it was,

Voted to approve Contract PW/21-04 "Sewer System Rehabilitation Project" Extra Work Order 1 with Green Mountain Pipeline Services, LLC. for the amount of \$164,361.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

CDBG AGREEMENTS

Question of approving and authorizing the Chair to execute the following FY2022 Sub-recipient *Agreements:*

Council on Aging Brookline TRIPPS Program \$31,492.00

Brookline Center for Community Mental Health BCCMH Case Management \$60,000.00

Brookline Housing Authority BHA Resident Capital Improvements \$312,063.00

Steps to Success Inc. Work Connections/Youth training Program \$63,220.00

Brookline Housing Authority BHA Resident Services – Self Sufficiency Program \$37,109.00

Brookline Food Bank Food Security \$13,780.00

Question of approving and authorizing the Chair to execute extensions to the following contracts:

Brookline Food Bank Food Security \$475,663.00
Brookline Center for Community Mental Health Safety Net Program \$325,000.00
Economic Development/Long Term Planning Division Business Assistance Program \$300,000.00
Brookline Council on Aging Food Delivery for Seniors \$39,337.00
Brookline Housing Authority FY 2021 Resident Health and Safety Projects \$343,568.00

Question of approving the following *budgets* for the CDBG Grant:

Program Management Program Administration \$162,351.00//\$107,803.00

Housing Housing Administration//Affordable Housing \$285,939.00 //\$116,920.00

Department of Public Works Audible Pedestrian Signals \$150,000.00

Brookline Improvement Coalition Capital Needs Assessment \$10,000.00

Department of Planning and Community Development Economic Development - Small Business Assistance Program \$20,000.00

question of approving the following budget reallocations for the CDBG Grant:

Transfer from FY 20 Activities Amount Account #

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 CD Administration
 \$7,971.10
 1801G020

 Youth Training
 \$513.40
 1803G020

 Comprehensive Planning
 \$3,841.19
 1804G020

Housing Division \$13,175.08 1805G020 BCCMH Facilities \$30,641.00 1887G020

TOTAL \$56,141.77

On motion it was,

1. Voted to approve and authorize the Chair to execute the following FY2022 Sub-recipient Agreements:

Council on Aging Brookline TRIPPS Program \$31,492.00

Brookline Center for Community Mental Health BCCMH Case Management \$60,000.00
Brookline Housing Authority BHA Resident Capital Improvements \$312,063.00
Steps to Success Inc. Work Connections/Youth training Program \$63,220.00
Brookline Housing Authority BHA Resident Services – Self Sufficiency Program \$37,109.00
Brookline Food Bank Food Security \$13,780.00

Aye: Heather Hamilton Bernard Greene, John VanScoyoc, Miriam Aschkenasy Abstained: Bernard Greene

2. Voted to approve and authorize the Chair to execute extensions to the following contracts:

Brookline Food Bank Food Security \$475,663.00

Brookline Center for Community Mental Health Safety Net Program \$325,000.00

Economic Development/Long Term Planning Division Business Assistance Program \$300,000.00

Brookline Council on Aging Food Delivery for Seniors \$39,337.00

Brookline Housing Authority FY 2021 Resident Health and Safety Projects \$343,568.00

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

3. Voted to approve the following <u>budgets</u> for the CDBG Grant:

Program Management Program Administration \$162,351.00//\$107,803.00

Housing - Housing Administration//Affordable Housing \$285,939.00/ 116,920.00

Department of Public Works Audible Pedestrian Signals \$150,000.00

Brookline Improvement Coalition Capital Needs Assessment \$10,000.00

Department of Planning and Community Development Economic Development - Small Business Assistance Program \$20,000.00

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

4. Voted to approve the following budget reallocations for the CDBG Grant:

Transfer from FY 20 Activities Amount Account # CD Administration \$7,971.10 1801G020 Youth Training \$513.40 1803G020

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 Comprehensive Planning
 \$3,841.19
 1804G020

 Housing Division
 \$13,175.08
 1805G020

 BCCMH Facilities
 \$30,641.00
 1887G020

TOTAL

\$56,141.77

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

TEMPORARY WINE AND MALT BEVERAGES NON SALES LICENSE

Question of approving a Temporary Wine and Malt Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Saturday, September 18, 2021 for Memorial Service from 3:30PM – 7:00PM at 15 Newton Street. 70 people expected to attend.

On motion it was,

Voted to approve a Temporary Wine and Malt Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Saturday, September 18, 2021 for Memorial Service from 3:30PM – 7:00PM at 15 Newton Street. 70 people expected to attend

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

TEMPORARY ALL ALCOHOL BEVERAGES NON SALES LICENSE

Question of approving a Temporary All Alcohol Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Friday, September 17, 2021 for Wedding Reception from 4:30PM – 11:00PM at 15 Newton Street. 50 people expected to attend.

On motion it was,

Voted to approve a Temporary All Alcohol Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Friday, September 17, 2021 for Wedding Reception from 4:30PM – 11:00PM at 15 Newton Street. 50 people expected to attend.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

TEMPORARY ALL ALCOHOL BEVERAGES NON SALES LICENSE

Question of approving a Temporary All Alcohol Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Sunday, September 19, 2021 for Wedding Reception from 6:00PM – 11:00PM at 15 Newton Street. 135 people expected to attend.

On motion it was,

Voted to approve a Temporary All Alcohol Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Sunday, September 19, 2021 for Wedding Reception from 6:00PM – 11:00PM at 15 Newton Street. 135 people expected to attend

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

TEMPORARY WINE AND MALT BEVERAGES SALES LICENSE

Question of approving a Temporary Wine and Malt Beverages Sales License to The Hellenic Association of

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Boston a/k/a Annunciation Greek Orthodox Cathedral of N.E. to be held on Saturday, September 25, 2021 for Wedding Reception from 6:00PM – 12:00AM at 162 Goddard Ave. 175 people expected to attend

On motion it was,

Voted to approve a Temporary Wine and Malt Beverages Sales License to The Hellenic Association of Boston a/k/a Annunciation Greek Orthodox Cathedral of N.E. to be held on Saturday, September 25, 2021 for Wedding Reception from 6:00PM – 12:00AM at 162 Goddard Ave. 175 people expected to attend Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

CALENDAR

POLICE HIRING

Question of approving the authorization to hire request for 9 Police Officers.

Chief Morgan reviewed the current employment numbers in the Police Department. If approved there will be 6 vacancies remaining.

Board member Fernandez indicated that the vacancies still include positions within the walk and talk program that the board voted to eliminate.

Chief Morgan responded they still respond to calls to the BHA properties. Officers are not actively positioned there.

The schools are still engaging with the SRO officers. The officers are doing other duties within their position.

Board member Fernandez feels this is not in line with what the board previously voted on.

Chief Morgan noted they still receive calls to the BHA properties. The schools are the authority for the SRO officers, and officers are responding to calls there and are involved in community engagement issues.

Board member VanScoyoc thought the School Committee and the Brookline Housing Authority Board indicated they will come back with a proposal on how to replace the SRO program.

Board member Aschkenasy noted that this board voted to eliminate these programs, and asked what is the current Situation.

Chief Morgan indicated the Officer at the high School has been removed, the officers that taught at the schools have been removed; officers are still getting calls to the schools; they go there and address them.

Board member Fernandez noted they are being asked to authorize nine positions without a clear indication of these positions. We are now hearing that the positions we voted upon to eliminate are still active.

*this item was held.

MARIJUANA HOST COMMUNITY AGREEMENTS

Question of approving changes to the host community agreements regarding courier, delivery operators. and equity retailers.

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Monique Baldwin, Cannabis Control Coordinator, reviewed the draft host agreements. There are exclusively available to equity applicants per the state for the next three years. She provided a brief review of the changes.

On motion it was,

Voted approving changes to the host community agreements regarding courier, delivery operators.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

BOARDS AND COMMISSIONS - INTERVIEWS

The following candidates for appointment/reappointment to Boards and Commissions will appear for interview:

Planning Board

Abigail Hiller works in providing economic development consulting for municipalities throughout Massachusetts towards developing municipal master plans. Her focus in around housing and neighborhoods and is interested in enhancing affordable housing and multifamily housing opportunities. Ms. Hiller holds a degree in Political Science and Economics.

Housing Advisory Board

Ginny Vaz is a social worker and is interested in engaging residents of public housing and promoting affordable housing. Ms. Vaz has served on various town committees.

AMERICAN RESCUE PLAN PROCESS

Discussion and overview of the American Rescue Plan Grant process in Brookline.

Question of approving the agreement with the Brookline Community Foundation in the amount of \$68,500

Town Administrator Mel Kleckner provided an update on the town's partnership with the Brookline Community Foundation. An agreement has been reached for the ARPA Community Engagement Effort & Technical Assistant Support.

The board discussed the proposed process related to community engagement.

On motion it was,

Voted to approving the agreement with the Brookline Community Foundation in the amount of \$68,500

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

NOISE BY-LAW WAIVER PUBLIC HEARING

Presentation and public hearing on the noise bylaw waiver request for September 20 through November 1, at 65 Westbourne Terrace for a 24 hour dewatering operation related to Driscoll School construction.

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Project Manager Administrator Tony Guigli reviewed the project requiring relocating a generator.

Derek Ullman, from Gilbane Building Co. provided a brief description of the noise anticipated due to the project. The generator will run at a 69 decibel level; similar to a washing machine or dishwasher noise level.

Public hearing: No speakers

On motion it was,

Voted to approve the noise bylaw waiver request for September 20 through November 1,at 65 Westbourne Terrace for a 24 hour dewatering operation related to Driscoll School construction.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

2021 SPECIAL TOWN MEETING WARRANT (2, budget)

Question of executing the Warrant for the 2021 Special Town Meeting.

Deputy Town Administrator Melissa Goff reviewed her memo and provided a brief review of the filed articles.

Given the length of the most recent Town Meetings, I am recommending that the Board continue the practice of filing the time sensitive budget article under a new Special Town Meeting. Segregating this article will allow us to close the budget in a timely fashion, which will help facilitate a smooth process to set the tax rate for the fiscal year. There is one article that should be included in this Town Meeting:

1. <u>Budget amendments</u>- This article will be used for changes in State Aid and Local Receipts estimates, appropriation of TNC funds and additional funding from the HCA stabilization fund.

The Board will need to take a vote calling for a Special Town Meeting that waives the requirements of Sections 2.1.2 - 2.1.3 of the Town's By-Laws. The requirements being waived are:

- 1. posting notice of the Board's intention to hold a Special Town Meeting at least 14 days prior to the opening of the warrant (Section 2.1.2); and
- 2. closing the Warrant 75 days prior to the start of the Special Town Meeting (Section 2.1.3).

The Board does have the authority to waive these requirements under Section 2.1.4:

"The requirements of sections 2.1.2 through 2.1.4, inclusive, may be waived when the Select Board determine that emergency conditions, or a situation requiring immediate actions or the provisions of any general or special law require such a waiver."

VOTE TO CALL SPECIAL TOWN MEETING (2)

On motion it was,

In Select Board 09/14/2021

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1. VOTED: To call a Special Town Meeting on Tuesday, November 16, 2021, at 7:30 p.m. at the High School Auditorium and via Zoom; to waive the requirements of Sections 2.1.2 through 2.1.4 of the Town's By-Laws; to open and close the Warrant; and to insert in the said Warrant the following articles:

ARTICLE 1:

To see if the Town will:

- A) Appropriate additional funds to the various accounts in the fiscal year 2022 budget or transfer funds between said accounts;
- B) And determine whether such appropriations shall be raised by taxation, transferred from available funds, provided by borrowing or provided by any combination of the foregoing; and authorize the Select Board, except in the case of the School Department Budget, and with regard to the School Department, the School Committee, to apply for, accept and expend grants and aid from both federal and state sources and agencies for any of the purposes aforesaid.
- C) Appropriate \$81,753.60, to be expended under the direction of the Commissioner of Public Works, to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure.
- 2. VOTED: To execute the Warrant for the November 16, 2021 Second Special Town Meeting.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

FALL SPECIAL TOWN MEETINGS

Question of approving the Town Moderator's request for remote Special Town Meetings.

Discussion and possible vote to schedule fall 2021 Special Town Meetings.

Chair Hamilton reviewed the proposed Special Town Meeting related to the Gerald Alston settlement. There is a request for the moderator to hold a virtual town meeting.

The Chair also referenced an article for consideration relating to the Driscoll School Geothermal system funding. There is a deadline related to this project. This is included in the main warrant under Article 16; due to the time constraints she would like to move that item into the October 5,2021 Town Meeting.

In addition, there is a request for a warrant article to indemnify Stanley Spiegel relating to the Alston case. There is an effort to gather the required 200 signatures for another special town meeting.

Board member Aschkenasy does not support adding anything else besides the Driscoll School funding to the October 5th Special Town Meeting. There is a process that Mr. Spiegel is attempting to circumvent; she would like to have Mr. Spiegel come to the Select Board to discuss.

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Board member VanScoyoc supports Mr. Spiegel being indemnified in the Alston case like the others involved.

Board member Fernandez noted the last minute request for this article. No review time has been provided.

Chair Hamilton recommends this going on the Special Town Meeting warrant. There does not appear to be the votes to get this on the October 5, 2021 warrant.

On motion it was,

Voted to include with the Alston settlement warrant, a funding for a Geothermal system at the Driscoll School project and indemnification for Stanley Spiegel.

Aye: Bernard Greene Against: Heather Hamilton, Raul Fernandez, John VanScoyoc, Miriam Aschkenasy MOTION FAILS

SPECIAL TOWN MEETING (3)

Deputy Town Administrator Goff reviewed her memo:

Per the agreement reached with Gerald Alston, the Board needs to call a third Special Town Meeting. There is one article that will be included in this Town Meeting:

2. Appropriation article- This article will be used to fund the agreement.

The Moderator has also provided a new request for a remote Town Meeting that the Board would need to approve (attached). Her earlier letter only covered the 11/16/21 STM and any concurrent Town Meetings.

The Board will need to take a vote calling for a Special Town Meeting that waives the requirements of Sections 2.1.2 - 2.1.3 of the Town's By-Laws. The requirements being waived are:

- 3. posting notice of the Board's intention to hold a Special Town Meeting at least 14 days prior to the opening of the warrant (Section 2.1.2); and
- 4. closing the Warrant 75 days prior to the start of the Special Town Meeting (Section 2.1.3).

The Board does have the authority to waive these requirements under Section 2.1.4:

On motion it was,

- 1. VOTED: To approve the Moderator's request for a remote Town Meeting.
- 2. VOTED: To call a Special Town Meeting on Tuesday, October 5, 2021, at 7:00 p.m. at the High School Auditorium and via Zoom; to waive the requirements of Sections 2.1.2 through 2.1.4 of

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the Town's By-Laws; to open and close the Warrant; and to insert in the said Warrant the following articles:

ARTICLE 1:

To see whether the Town shall vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer with the approval of the Select Board, to borrow by the issuance of bonds or notes under the provisions of G.L. c. 44, §7(3), or any other authority, the sum of \$11,000,000, to pay costs of a settlement in the matter of Gerald Alston v. the Town of Brookline, et al, United States District Court No. 1:15-cv-13987-GAO pertaining to Gerald Alston's employment as a Brookline Firefighter and claims he asserted against the Town and Town officials, including the payment of all costs incidental or related thereto, said funds to be expended under the direction of the Select Board, and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

ARTICLE 2:

To see if the Town will vote to appropriate, borrow or transfer from available funds, \$4,900,000, or any other sum, to be expended under the direction of the Building Commission, with any necessary contracts over \$100,000 to be approved by the Select Board and the School Committee, to provide a fossil-fuel-free Ground Source Heat Pump system for the new Driscoll School

3. VOTED: To execute the Warrant for the October 5, 2021 Third Special Town Meeting.

Aye: Heather Hamilton, Raul Fernandez, John VanScoyoc, Miriam Aschkenasy Abstained: Bernard Greene

SPECIAL TOWN MEETING (1)

On motion it was,

1. Voted :Pursuant to the requirements of sections 2.1.2 through 2.1.4, to waive the requirements of Sections 2.1.2 through 2.1.4 of the Town's By-Laws; to open and close the Warrant; and to insert in the said Warrant the following articles:

ARTICLE 30

To see whether the Town shall vote to raise and appropriate, or transfer from available funds, the sum of \$198,050, or any other sum, to be paid to Stanley Spiegel and/or his attorneys for purposes of settling a valid indemnity claim he has asserted against the Town under G.L. c. 258, §13 (adopted by a 1980 Brookline ballot question vote of 1216Y-597N) for the matter of Gerald Alston v. the Town of Brookline, et al, U. S. District Court #1:15-cv-13987-GAO, and 1st Circuit Court of Appeals #'s 20-1434 and 20-1435.

2. VOTED: To execute the Warrant for the November 16, 2021 Special Town Meeting.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

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WARRANT ARTICLES PUBLIC HEARING

Review and possible vote on the following Warrant Articles for the 2021 Special Town Meeting: WA 1 - Unpaid Bills

Deputy Town Administrator Melissa Goff recommended a no action vote. There are no unpaid bills.

Public hearing: no speakers

On motion it was,

Voted 5-0 NO ACTION on Article 1.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

BOARDS AND COMMISSIONS - APPOINTMENTS

The following candidates for appointment/reappointment to Boards and Commissions:

Park and Recreation Commission

On motion it was,

- 1. Voted to reappoint Nancy O'Connor to the Park and Recreation Commission for a term ending August 31, 2023 or until a successor can be appointed.
- 2. Voted to reappoint Clara Batchelor to the Park and Recreation Commission for a term ending August 31, 2023 or until a successor can be appointed.
- 3. Voted to reappoint Wendy Sheridan to the Park and Recreation Commission for a term ending August 31, 2022 or until a successor can be appointed
- 4. Voted to appoint John Pan to the Park and Recreation Commission for a term ending August 31, 2023 or until a successor can be appointed
- 5. Voted to appoint Theresa Mooney to the Park and Recreation Commission for a term ending August 31, 2022 or until a successor can be appointed

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

Commission for Diversity, Inclusion, and Community Relations

On motion it was,

Voted to reappoint Ihssane Leckey to the Commission for Diversity, Inclusion, and Community Relations for a term ending August 31, 2023 or until a successor can be appointed

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc Miriam Aschkenasy

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3.A.

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There being no further business, the Chair ended the meeting at 8:45 PM

ATTEST



MINUTES

SELECT BOARD

09/20/2021

Present:

Select Board Member, Heather Hamilton, Select Board Member, Bernard W. Greene, Select Board Member Raul Fernandez, Select Board Member John VanScoyoc, Select Board Member Miriam Aschkenasy

11:00 am via zoom remote meeting

ANNOUNCEMENTS/UPDATES

SPECIAL TOWN MEETING

Question of scheduling a Special Town Meeting on Tuesday, October 5, 2021.

Discussion and vote to schedule a Special Town Meeting on October 5, 2021 on the following matters:

To appropriate, borrow or transfer funds to pay costs of a settlement in the matter of Gerald Alston v. the Town of Brookline.

To appropriate, borrow or transfer funds for fossil-fuel free Ground Source Heat Pumps for the Driscoll School

Discussion and vote to waive Sections 2.1.2 through 2.1.4 of the General Bylaws with respect to the Special Town Meeting on October 5, 2021

Discussion and vote to execute the warrant for the Special Town Meeting on October 5, 2021.

Deputy Town Administrator reviewed her memo:

It has come to my attention that there may be an Open Meeting Law challenge relative to the wording (notice) on the Select Board's agenda last Tuesday regarding the calling an October 5 special town meeting. Challenges to open meeting law issues are resolved by the Attorney General's office.

As I understand, the concern is that the agenda item did not provide the level of specificity required under the Open Meeting Law. According to the Attorney General's Open Meeting Law Guide, the list of topics on an agenda must be sufficiently specific to reasonably inform the public of the issues to be discussed at the meeting. Item #16 on the September 14 agenda read as follows; "Discussion and possible vote to schedule fall 2021 special town meetings". Whether the agenda wording is sufficient is a subjective decision.

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However, there is a risk that a successful challenge could derail the Board's commitment in the settlement agreement with Mr. Alston to seek town meeting approval on October 5. As a result, I recommend that you re-vote the call of the special town meeting with a more detailed agenda item to cure any possible deficiencies. Monday is the final date you can re-vote and continue to meet the notice and posting requirements for an October 5 special town meeting. We have posted a special Select Board meeting for Monday, September 20, 2021 at 11:00AM for this purpose with the following expanded language;

Question of scheduling a Special Town Meeting on Tuesday, October 5, 2021

Discussion and vote to schedule a Special Town Meeting on October 5, 2021 on the following matters:

- a. To appropriate, borrow or transfer funds to pay costs of a settlement in the matter of Gerald Alston v. the Town of Brookline.
- b. To appropriate, borrow or transfer funds for fossil-fuel free Ground Source Heat Pumps for the Driscoll School

Discussion and vote to waive Sections 2.1.2 through 2.1.4 of the General Bylaws with respect to the Special Town Meeting on October 5, 2021

Discussion and vote to execute the warrant for the Special Town Meeting on October 5, 2021.

Discussion:

Chair Hamilton reviewed the request for a special Town Meeting to be held on October 5, 2021.

Board member VanScoyoc reiterated this relates only to put the articles on the warrant; it is not a vote on the content.

Board member Greene added that he would like it noted that this agreement is not an agreement of the entire board. He expects a report from the Advisory Committee on the basis for the calculation of the \$11 million. The AC is meeting today.

The Board took the following votes:

On motion it was,

1. VOTED: To call a Special Town Meeting on Tuesday, October 5, 2021, at 7:00 p.m. at the High School Auditorium and via Zoom; to waive the requirements of Sections 2.1.2 through 2.1.4 of the Town's By-Laws; to open and close the Warrant; and to insert in the said Warrant the following articles:

ARTICLE 1:

To see whether the Town shall vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer with the approval of the Select Board, to borrow by the issuance of bonds or notes under the provisions of G.L. c. 44, §7(3), or any other authority, the sum of \$11,000,000, to pay costs of a settlement in the matter of Gerald Alston v. the Town of Brookline, et al, United States District Court No. 1:15-cv-13987-GAO pertaining to Gerald Alston's employment as a Brookline Firefighter and claims he asserted against the

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Town and Town officials, including the payment of all costs incidental or related thereto, said funds to be expended under the direction of the Select Board, and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

ARTICLE 2:

To see if the Town will vote to appropriate, borrow or transfer from available funds, \$4,900,000, or any other sum, to be expended under the direction of the Building Commission, with any necessary contracts over \$100,000 to be approved by the Select Board and the School Committee, to provide a fossil-fuel-free Ground Source Heat Pump system for the new Driscoll School

Aye: Heather Hamilton, Raul Fernandez, John VanScoyoc, Miriam Aschkenasy

Abstained: Bernard Greene

VOTED: To execute the Warrant for the October 5, 2021 Third Special Town Meeting.

Aye: Heather Hamilton, Raul Fernandez, John VanScoyoc, Miriam Aschkenasy

Abstained: Bernard Greene

WARRANT ARTICLE PUBLIC HEARING

Public Hearing, discussion and possible vote on the following Warrant Articles for the October 5, 2021, Fall Town Meeting (STM3):

WA 1 - Firefighter Alston/Town of Brookline Settlement

WA 2 - Driscoll School Geothermal Technology

WA 1 - Firefighter Alston/Town of Brookline Settlement

Board member Fernandez updated that last week the non-conflicted members of the board reached a settlement agreement with Gerald Alston that will end all litigations. Includes any or all-future payments.

Friday August he met with the Advisory Committee to review how best to pay for this agreement. Some are considering bonding or a blended approach using bonding and/or budgetary funds.

Ms. Goff added they are asking for a ten-year bond and waiting her hear if approved from the state.

Board member VanScoyoc spoke in hopes for agreement on the funding for this settlement.

Board member Aschkenasy add there is a justice and moral obligation attached to this. This agreement has been thoughtfully prepared and a lot of time and consideration went into it. She feels there is a risk in a settlement should it had gone to trial.

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In Select Board 09/20/2021 Page 4 of 5 Public comment: No speakers

Chair Hamilton added that she is seeking guidance from Town Meeting on this difficult decision; she will be abstaining.

Board member Greene feels this is not a prudent agreement and does not meet their fiduciary responsibilities, he will vote no.

On motion it was,

Voted 3-1-1 Favorable Action

That the Town appropriates \$11,000,000 to pay costs of a settlement in the matter of Gerald Alston v. the Town of Brookline, et al, United States District Court No. 1:15-cv-13987-GAO, pertaining to Gerald Alston's employment as a Brookline Firefighter and claims he asserted against the Town and Town officials, including the payment of all costs incidental or related thereto, said funds to be expended under the direction of the Select Board, and that to meet this appropriation, the Treasurer, with the approval of the Select Board is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(3) or any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Aye: Raul Fernandez, John VanScoyoc, Miriam Aschkenasy

Against: Bernard Greene Abstained: Heather Hamilton

WA 2 - Driscoll School Geothermal Technology

Petitioner Dave Gacioch provided a PowerPoint relating to investing \$ 4.8 million for a heating and cooling system at the Driscoll School.

- Will be a ground –source heat pump
- Projected to cut the building's electricity consumption by 25%
- Expected to pay for itself over the building's useful lifespan
- Reduces carbon emissions

Mr. Gacioch provided a spreadsheet presentation on the cost and amortization of the bonds.

Public hearing:

Board member Aschkenasy asked about selling carbon offsets.

Scott Englander responded they cannot sell carbon offset on this, but can sell alternative energy certification under the Massachusetts program. He provided a brief review of those transaction requirements.

3.A.

In Select Board 09/20/2021 Page 5 of 5

Board member Fernandez asked which funding source will be presented at Town Meeting. Mr. Gacioch responded with some options:

- Minor additional taxation under the December 2017 debt exclusion vote
- No additional taxation: use operating funds
- Use federal infrastructure funds

Board member VanScoyoc added that many communities have used ground source heat pumps and there are reputable studies that support this system. Can we find the room in our capital improvement borrowing for this project? This should be high on that list. This system will pay for itself over a period of years.

Board member Greene added should CIP money be used for this other projects would need to be cut; keep that in mind.

Co-petitioner Andrew Fischer thanked the board for consideration of the article. This is a great opportunity for the town.

Lisa Cunningham added there is a climate crisis that needs to be addressed, and to do that, we need to reduce our emissions by 50%. This project is incredibly important in reaching our goals.

Jesse Gray thanked the board for their flexibility in making this possible.

On motion it was,

Voted 5-0 favorable action on Article 2 of the Special Town Meeting to be held October 5, 2021.

Aye: Heather Hamilton, Bernard Greene, Raul Fernandez, John VanScoyoc, Miriam Aschkenasy

There being no further business, the Chair ended the meeting at 12:00 pm.

ATTEST

TOWN of BROOKLINE Massachusetts



333 WASHINGTON STREET BROOKLINE, MASSACHUSETTS 02445

TEL. (617) 730-2211 FAX: (617) 730-2054 www.brooklinema.gov

September 16, 2021

Brittany Kenny Gomes, Project Coordinator Massachusetts School Building Authority 40 Broad Streel, Suite 500 Boston, MA 02 109

Dear Brittany:

In accordance with 963 CMR 2.00, please find attached for your review and approval a revised Form comprising the new proposed membership of the School Building Committee for the Pierce School located in the Town of Brookline. The Committee was formed in accordance with the provisions of all applicable statutes, local charters, by-laws and agreements of the Town of Brookline Committee Members include the following:

Designation	Name and Title	E-Mail Address and Phone Number	City or Town Resident?	Voting Member
SBC member who is MCPPO certified	Tony Guigli, Owner's Project Manager	tguigli@brookline,ma.gov (617) 730-2044	No	No
Local Chief Executive Officer	Bernard Greene Select Board	bgreene@brooklinema.gov (857) 225-0402	Yes	Yes
Administrator or Manager	Melvin Kleckner, Town Administrator	mkleckner@brooklinema.gov (617) 730-2210	No	Yes
School Committee Member (minimum of one)	Dr. Andy Liu	andy_liu@psbma.org (617) 797-8726	Yes	Yes
one)	Helen Charlupski	Helen_charlupski@psbma.org (617) 566-5329	Yes	Yes
Superintendent of Schools	Linus J. Guillory Jr., PhD Superintendent of Schools	linus_guillory@psbma.org (617) 730-2401	No	Yes

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		T	1	T
Local Official responsible for Building Maintenance	Charlie Simmons, Director of Public Buildings	csimmons@brooklinema.gov (617) 730-2185	No	Yes
Representative of Office authorized by law to construct school buildings	Daniel Bennett, Building Commissioner	dbennet@brooklinema.gov (617) 730-2099	No	Yes
Interim School Principal	Jamie Yadoff	jamie_yadoff@psbma.org (617) 730-2583	No	Yes
Member knowledgeable in educational mission and function of facility	Lesley Ryan-Miller Deputy Superintendent of Teaching & Learning	Lesley_ryan_miller@psbma.org (617) 730-2432	No	Yes
Local budget official or member of local finance committee	Carol Levin, Advisory (Finance)Committee	<u>carolslevin@mac.com</u> (617) 731-0166	Yes	Yes
Members of community with architecture, engineering and/or	Steve Heikin, Planning Board	steveheikin@gmail.com (617) 270-1182	Yes	Yes
construction experience	Ken Kaplan, Building Commission	kkaplan@kaplancorp.com (617) 232-3300	Yes	Yes
Other: Please provide brief background info/expertise (see below)	Samuel Rippin Assistant Superintendent of Schools Administration & Finance	samuel_rippin@psbma.org (617) 730-2425	No	Yes
	Melissa Goff Deputy Town Administrator	mgoff@brooklinema.gov (617) 730-2205	No	No
	Aaron Williams, school parent Nurit Zzuker, school parent	aaroncwilliams@g,mail.com (617) 784-7909	Yes	Yes
	Nancy O'Connor	Nurit_zuker@me.com (617) 669-9651	Yes	Yes
	Vice Chair of parks and Recreation Commission	nwalshoconnor@gmail.com (617) 232-4692	Yes	Yes
	Matt Gillis Director of Operations (Schools)	Matt_gillis@psbma.org (617) 730-2419	No	No

After approval of this committee by the Authority, Brookline will notify the authority in writing within 20 calendar days of any changes to the membership or duties of said committee

Sincerely,		
Melvin A. Kleckner Town Administrator	Approved by MSBA	Date



Town of Brookline

Massachusetts

Authorization To Hire Request Form

1.	Position TITLE: Reference Librarian I Grade:	
	Department: Library Division: Reference	
3.	Position Control #: Prior Incumbent: Christiana Urbano	
	a. Reason for Leaving: promotion	
4.	Budgetary Information:	
	Department Code: 61 %	
	☐ Grant Funded-Name of Grant: ☐ Revolving Fund ☐ Enterprise Fund	
6.	Employment Type:	
	Full-Time: # of hours/week: 37 Part-Time: # of hours/week:	
	Permanent Temporary: expected end date (required)	
7. Method of Fill:		
	Promotion – To be Posted Internally from: 09/21/2021 / to 10/1/2021 /	
	☐ New Hire ☐ Transfer – Please explain:	
8.	List the top three essential functions of this position:	
	1. Tech expertise	
	2. Reference/Research	
	3. Programming/Collection Development	
	I have considered the following alternatives to filling this position:	
10	. The alternatives are less desirable than new hire action for the following reasons:-continued or reverse side-	

Page 2

Reference Librarian I

Authorization To Hire Request Form

11. Suggested sources for specialized recruitment advertising: (other than local papers)			
Human Resources will work closely with the department to post the p	position widely with recruiting websites and		
multiple targeted affinity group job boards, professional groups and diversity recruiting sites. MBLC, Simmons Job Board			
12. Please attach the current position description.			
13. Signatures:			
Department Head Signature:	Date: 9 20 21		
Town Administrator:	Date:		
14. Approvals:			
Date on BOS Agenda: Da	ate Approved:		

15. Notes:

LIBRARIAN | -REFERENCE/INFORMATION

Grade K-06

Position Purpose:

The purpose of this position is to perform responsible professional and direct service work advising and assisting patrons in identifying, accessing, navigating, and retrieving information at the Brookline Public Library. Handles all reference and reader's advisory related library services, print and electronic; performs all other related work as required.

Supervision:

Supervision Scope: Performs professional library work of a diverse nature, following established policies and procedures; requires the exercise of some independent judgment and initiative.

Supervision Received: Work is performed under the administrative directions of the Supervisor of Reference, referring only unusual questions and problems to supervisor.

Supervision Given: May occasionally oversee the work of one or more volunteers, interns, or part time employees.

Job Environment:

Work is generally performed under typical library conditions; regularly required to work weekends and evenings.

Operates a variety of basic and advanced computer system applications and automated library equipment as well as standard office equipment.

Work requires contact with the general public, schools, students, and occasional contact with other libraries in provision of reference services.

The employee has access to confidential library patron records.

Errors could result in delay or loss of service and cause adverse public relations, as well as damage to buildings and equipment.

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

Staff the Reference and Information desks. Responds to reference questions and provides Reader's Advisory service. Assists patrons to find resources to fulfill their information needs using the online catalog, electronic databases, the Internet, and other resources.

Provides information to patrons on library policies, services, activities, facilities, and regulations.

Troubleshoots computer problems for staff and patrons, in person, by phone or electronically.

Assists with the set-up and use of audio-visual equipment.

Manages one or more collections; evaluates patron recommendations, selects new materials and shares this information electronically with other staff; replaces older or damaged materials; determines which materials are no longer needed based on professional criteria. Maintains budget for collection. Reads professional reviews from various sources.

Informs and instructs library users in the use of assistive technology materials and equipment. Learns the use of such equipment being developed to help the disabled.

Serves on library committees such as, display, policy, programs, or other.

Participates in professional development by attending library services related classes, workshops and conferences.

Leads book discussion groups and other forms of library programming for Adults. Communicates with other staff about potential program and outreach opportunities.

Serves as Officer of the Day as assigned. Has sole charge of the building and all staff working at that particular time/day. Handles any problems and signs time cards for part time employees.

Assists patrons with requests and performs circulation desk functions, and other tasks as needed.

Performs similar or related work as required.

As Reference/Information Librarian may perform specialized library duties in all or some of the following areas listed below as assigned

Assists the Assistant Director for Technology in the design, support and maintenance of the library's technological network infrastructure.

Serves as staff liaison to Friends of the Library; attends monthly meetings, communicates information between library staff and Friends group; assists Friends as needed.

Assists in coordinating the library's social media presence; communicating with staff and followers about library programs, services and news.

Responds to followers' questions and comments. Maintains professional tone and coordinates po stings with other social media contributors. Shares in the development and implementation of the library's social media strategy.

Assists with organization of tax forms on display; organization, set-up and distribution of state and federal forms.

Manages periodicals collection (magazines, newspapers, other serial publications), including processing of new arrivals' repairs magazines; counts/shelves magazines; organizes periodical shelves. Orders/renews periodicals subscriptions; reports missed issues; handles subscription problems. Updates lists of periodicals holdings, tracks expenditures for periodicals.

Teaches a variety of technical skills to patrons on a one-on-one basis.

Recommended Minimum Qualifications:

Education, Training and Experience: Master's of Library and Information Science degree, supplemented by additional training in library technology is required. Knowledge of foreign language in Spanish, Chinese, or Russian is highly desirable.

Knowledge, Ability and Skill: *Knowledge:* Thorough working knowledge of library principles and procedures. Complete familiarity with automated library systems and related applications. Knowledge of standard office procedures, practices, forms, and equipment. Knowledge of e-readers, e-books, and ability to troubleshoot various technologies. Working knowledge of internet, social media trends and strategies.

Ability: Ability to communicate effectively with all members of the public in a courteous and tactful manner. Ability to establish and maintain good working relationships with co-workers and other libraries. Interest in reading and literature. Ability to work with a high level of detail. Ability to prioritize multiple tasks and deal effectively with interruptions. Ability to identify and to analyze complex issues and to develop appropriate recommendations. Ability to fairly and tactfully enforce library policies. Ability to express him/herself orally and in writing.

Skill: Excellent customer service and problem solving skills. Flexibility to adapt to constantly changing technology. Excellent reference skills. Skill in administrative and technical work related to information systems, office automation, and other technologies. Skill in word processing, database, spreadsheet, presentation, library applications, library equipment and ability to troubleshoot software problems.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Tasks require the ability to exert light physical effort, which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (30 -50 pounds).

Tasks may involve extended periods of time at a keyboard or workstation. Certain tasks require the ability to view computer screens and print materials for extended periods of time. Certain tasks require verbal communication. Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

(This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change.)



Town of Brookline

Massachusetts

Authorization To Hire Request Form

1.	. Position TITLE :	Grade:
2.	. Department:	Division:
3.	. Position Control #: Prio	or Incumbent:
	a. Reason for Leaving:	
4.	. Budgetary Information:	
	Department Code: Budget Code:	<u></u> %
	Grant Funded-Name of Grant:	Revolving Fund
6.	. Employment Type:	
	☐ Full-Time: # of hours/week: ☐ P	Part-Time: # of hours/week:
	☐ Permanent ☐ Temporary: expected end date (red	quired)/
7.	. Method of Fill:	
	☐ Promotion – To be Posted Internally from	:/to/
	☐ New Hire ☐ Transfer – Please explain:	:
8.	List the top three essential functions of this position:	
	1	
	2	
	_	
	3	
9.	. I have considered the following alternatives to filling t	his position:
10	 The alternatives are less desirable than new hire a reverse side- 	action for the following reasons:-continued on
_		

Authorization To Hire Request Form

11. Suggested sources for specialized recruitment adve	rtising: (other than local papers)	
12. Please attach the current position description.		
13. Signatures:		
Department Head Signature:	Date:	
Human Resources Director:	Date:	
Town Administrator:	Date:	
14. Approvals:		
Date on BOS Agenda:	Date Approved:	

15. Notes:



TOWN OF BROOKLINE DEPARTMENT OF PUBLIC HEALTH

11 Pierce Street, Brookline, Massachusetts, 02445 Telephone: (617) 730-2300 Facsimile: (617) 730-2296 Website: www.brooklinema.gov

Dr. Swannie Jett, DrPH, MSc Director of Public Health & Human Services

September 21, 2021

Memo: Approval for hiring a Public Health Specialist

To: Brookline Select Board

Attn: Heather Hamilton, Chair of the Brookline Select Board

Chair Hamilton,

Brookline Public Health and Human Services seeks the authorization of the Select Board to employ a new Public Health Specialist with the assistance of the Office of Human Resources. The Office seeks to fill the position following the resignation of Public Health Specialist, Dorothy Charles.

The Health Specialist works in the Environmental Division to ensure the safety and wellbeing of Brookline residents. Duties include, but are not limited to, conducting health inspections and enforcing town by-laws for plastic bags and polystyrene.

Thank you for considering this request.

Sincerely,

Dr. Swannie Jett, DrPH, MSc Director of Health and Human Services



Town of Brookline

Massachusetts

Authorization To Hire Request Form

1.	Position TITLE: Public Health Specialist Grade: GN-10		
2.	Department: Public Health & Human Services Division: Environmental Health		
3.	Position Control #: 510000014 Prior Incumbent: Dorothy Charles		
	a. Reason for Leaving: Obtained full-time position		
4.	Budgetary Information:		
	Department Code: HA 0000 Budget Code: 51005120 510101 % 100		
	☐ Grant Funded-Name of Grant: ☐ Revolving Fund ☐ Enterprise Fund		
6.	Employment Type:		
	☐ Full-Time: # of hours/week:		
	✓ Permanent ☐ Temporary: expected end date (required)/		
7.	Method of Fill:		
	✓ Promotion – To be Posted Internally from:/to/to		
	✓ New Hire		
8.	B. List the top three essential functions of this position:		
	1. Ability to develop, implement and evaluate environmental health initiatives and programs		
2. Ability to inspect and enforce applicable regulations in a tactful yet assertive manner			
	3. Apply scientific principals and techniques in all regulated - assigned programs		
9.	I have considered the following alternatives to filling this position:		
Nc	alternatives are available. This position is critical to the divisions assigned responsibility for		
ac	Iministering and enforcing newly adopted by-laws and regulations.		
10	. The alternatives are less desirable than new hire action for the following reasons:-continued or reverse side-		

Authorization To Hire Request Form

11. Suggested sources for specialized recruitment advert	ising: (other than local papers)	
Human Resources will work closely with the department to post t	ne position widely with the ProDiversity Network,	
ZipRecruiter, Indeed, which all have multiple targeted affinity group job boards, as well as related professional groups		
12. Please attach the current position description.		
13. Signatures:		
Department Head Signature: Awanus Wannel Human Resources Director: Town Administrator:	Date: 9/21/21 Date: Date:	
14. Approvals:		
Date on BOS Agenda:	Date Approved:	

15. Notes:



Town of Brookline Massachusetts

Department of Planning and Community Development

Town Hall, 3rd Floor 333 Washington Street Brookline, MA 02445-6899 (617) 730-2130 Fax (617) 730-2442 TTY (617) 730-2327

> Alison C. Steinfeld Director

TO: Select Board

FROM: Alison Steinfeld, Planning Director

SUBJ: Application for Technical Assistance re: 40B Comprehensive Permit Applications

DATE: September 23, 2021

Attached please find an application to the Massachusetts Housing Partnership for technical assistance to support the Zoning Board of Appeals (ZBA) and the Planning Department in their review of the five active 40B cases pending before the ZBA.

The Town has been fortunate in securing \$45,000 in technical assistance over the past eight years that has been instrumental in rendering sound decisions on over twenty 40B cases. That money is almost exhausted and I am therefore respectfully requesting your authorization to submit this application for an additional \$25,000 in services. We anticipate that MHP will hire Judi Barrett, our current 40B consultant, on the Town's behalf.

Therefore, please authorize the Chair to execute this application.

Thank you.

Ch. 40-B Technical Review Assistance Application Town of Brookline

Attachment: Comprehensive Permit Review Rules—Rules and Regulations for G.L. c. 40B

Comprehensive Permit Review COMMONWEALTH OF MASSACHUSETTS TOWN OF BROOKLINE

BOARD OF APPEALS

Approved June, 2019

RULES AND REGULATIONS AND GENERAL INFORMATION

A. GENERAL

Section 1. Authority

Pursuant to G.L. c. 40A, §12, the Board of Appeals of the Town of Brookline, Massachusetts ("the Board"), hereby adopts the following rules for the conduct of its business and for the purposes of General Laws, Chapters 40A and 40B, §21. A copy of these Rules and all amendments thereto, shall be filed with the Town Clerk of said town. The Board may amend these Rules and Regulations, from time to time; in the same manner such Rules may be adopted.

Section 2. Powers of the Board of Appeals

The Board of Appeals has the following powers:

- (a) To hear and decide appeals, in accordance with G.L. c. 40A, §8.
- (b) To hear and decide applications for special permits, upon which the Board is empowered to act under the Brookline Zoning By-Law.
- (c) To hear and decide petitions for variances, as set forth in G.L. c. 40A, §10.
- (d) To hear and decide applications to build low or moderate income housing, in accordance with G.L. c. 40B, §21.
- (e) To hear and decide applications for time extensions and modifications.
- (f) To bear and decide appeals from sign design and facade decisions.

In exercising these powers the Board may make orders or decisions, reverse or affirm in whole or in part, or modify any order or decision, and to that end shall have all the powers of the officer from whom the appeal is taken and may issue or direct the issuance of a permit.

Section 8. Reapplication

In order to have an appeal, application or petition for a variance or special permit, that has been unfavorably acted upon by the Board of Appeals reconsidered within two years, the applicant must request permission for such reconsideration from the Board of Appeals or special permit granting authority, which must be by unanimous vote, and secure the consent of all but one member of the Planning Board. Once both Boards have acted pursuant to G.L. c. 40A §16, a Reapplication may be filed and the applicant must reapply to the Board of Appeals in the normal manner as set forth in these Rules and Regulations.

Section 9. One Year Limitation on Approval/Extensions

If an Application is approved by the Board, all permits necessary for the commencement of the work shall be obtained, and construction shall be commenced within one year from the effective date of the Board's decision, unless, in the case of the granting of a special permit, the Board's decision provides other limitations.

The effective date of a decision will be suspended during the pendancy of an appeal to a court of competent jurisdiction.



RULES AND REGULATIONS FOR G.L. c. 40B § 21 COMPREHENSIVE PERMITS

Section 1. Purpose and Context

The rules and regulations in this part H. (the "40B Rules"), establish procedures for applications to the Board of Appeals for comprehensive permits, under G.L.c. 40B, §§20 through 23, inclusive ("40B") and 760 CMR 56 (the "Regulations"). They are required under G.L.c. 40B, §21, and 760 CMR 56.05(1). Capitalized terms not otherwise defined in these 40B Rules shall have the respective meanings ascribed to them in 40B or the Regulations.

These 40B Rules must be read in conjunction with and implemented in a manner consistent with 40B. In the event of any inconsistency between these 40B Rules and G.L.c. 40B, the Regulations or the Guidelines prepared by the Massachusetts Department of Housing and Community Development (the "Guidelines" and together with G.L.c. 40B and the Regulations, the "State Law Requirements"), the State Law Requirements shall control. In addition, the Board's general Rules and Regulations adopted under G.L.c. 40A (the "General Rules") apply to comprehensive permit applications. In case of an inconsistency or conflict between the General Rules and these 40B Rules, these 40B Rules shall control.

Section 2. Definitions (see 760 CMR 56.02 Definitions)

- (a) Board means the Board of Appeals established pursuant to G.L.c. 40A §12 and Town of Brookline General By-Laws, Article 3.6, and acting in its capacity to issue a Comprehensive Permit under the powers granted by M.G.L. c. 40B, §§ 20 through 23.
- (b) Local Board means any local board or official, including, but not limited to, the Planning Board, the Conservation Commission, the Preservation Commission, the Transportation Commission, the Department of Public Works, the Building Department, the Fire Department, the Police Department, the Health Department, the Climate Action Committee, the Commission for the Disabled, the Economic Development Advisory Board, the Housing Advisory Board, the Park and Recreation Commission, the Solid Waste Advisory Committee, the School Committee and the Board of Selectmen. All boards, regardless of their geographical jurisdiction or their source of authority (that is, including boards created by special acts of the legislature or by other legislative action), shall be deemed Local Boards if they perform functions usually performed by locally created boards.
- (c) Limited Dividend Organization means any entity which proposes to sponsor a project under the M.G.L. c. 40B, §§ 20 through 23; and is not a public agency or a nonprofit; and is eligible to receive a Subsidy from a Subsidizing Agency after a Comprehensive Permit has been issued and which, unless otherwise governed by a federal act or regulation, agrees to comply with the requirements of the Subsidizing Agency relative to a reasonable return for building and operating the project.

Section 3 Filing, Time Limits, and Notice

- (a) The Application for a comprehensive permit shall consist of:
 - (i) preliminary site development plans showing the locations and outlines of proposed buildings; the proposed locations, general dimensions and materials for streets, drives, parking areas, walks and paved areas; the proposed landscaping improvements and open areas within the site. An Applicant proposing to construct or rehabilitate four or fewer units may submit a sketch of the matters in sections 3(a)(i), and 3(a)(iii), which need not have an architect's signature. All structures of five or more units must have site development plans signed by a registered architect;
 - (ii) a report on existing site conditions and a summary of conditions in the surrounding areas, showing the location and nature of existing buildings, existing street elevations, traffic patterns, and character of open areas, if any, in the neighborhood. This submission may be combined with that required in section 3(a)(i) above;

- (iii) preliminary, scaled, architectural drawings. For each building the drawings shall be prepared by a registered architect, and shall include typical floor plans, typical elevations, and sections, and shall identify construction type and exterior finishes;
- (iv) a tabulation of proposed buildings by type, size (number of bedrooms, floor area) and ground coverage, and a summary showing the percentage of the tract to be occupied by buildings, by parking and other paved vehicular areas, and by open areas;
- (v) where a subdivision of land is involved, a preliminary subdivision plan;
- (vi) a preliminary utilities plan showing the proposed location and types of sewage, drainage, and water facilities, including hydrants. Adequate supporting information shall be provided to demonstrate compliance by the Town's Stormwater Management By-Laws. If a waiver from full compliance is requested, the nature and reasons for the waiver shall be specified in detail;
- (vii) the written determination of Project Eligibility issued by the Subsidizing Agency;
- (viii) a list of requested Waivers to local requirements and regulations, including local codes, ordinances, by-laws or regulations;
- (ix) a complete copy of any and all materials and applications submitted by the Applicant to any prospective subsidizing agency or source, including, but not limited to, applications for site approval;
- (x) a list of each member of the development and marketing team, including all contractors and subcontractors, to the extent known at the time of Application. The Applicant shall also be required to disclose its relationship to all such entities; and
- (xi) a list of all prior development projects completed by the Applicant, along with a brief description of each project.
- (b) The Application shall be accompanied by a filing fee approved by the Board and set forth in the Application Filing Fee Schedule, attached hereto as "EXHIBIT D."
- (c) Within seven days of receiving a complete Application, the Board shall notify each Local Board of the Application by sending such Local Board a copy of the Application materials required by Section 3(a) above, as well as any other information that will enable such Local Board to assess the proposed project. Based upon that information, the Board shall also within the same seven days invite the participation of each Local Board as is deemed necessary or which has a substantial interest in the Application by providing such Local Board with a copy of the entire Application. In order to allow review by Local Boards, the Applicant shall provide the Town Clerk with thirty (30) copies of the complete Application so that all Local Boards may review the same, and one unbound copy for copying purposes. Additionally, 11" x 17" or smaller sized copies of all plans (with match lines) shall be made available to the Town Clerk for copying purposes.

Section 4. Review Fees

- (a) When reviewing an Application for, or when conducting inspections in relation to, a comprehensive permit Application, the Board may determine that it requires technical advice in such areas as civil engineering, transportation, environmental resources, design review of buildings and site due to the size, scale or complexity of a proposed project; because of a project's potential impacts; or because the Town lacks the necessary expertise to perform the work related to the comprehensive permit Application. Whenever possible, the Board shall work cooperatively with the Applicant to identify appropriate consultants and scopes of work and to negotiate payment of the consultant fees by the Applicant. Alternatively, the Board may, by majority vote, require that the Applicant pay a reasonable "project review fee" of a sufficient sum to enable the Board to retain consultants chosen by the Board alone in accordance with 760 CMR 56.05(5)(b). The Board may also require that an Applicant deposit a lump sum in order to retain said consultants. In the event that such sum is insufficient to fund the necessary consulting services, the Board may require additional deposits. If the Applicant fails to pay any review fee within twenty-one (21) days of request by the Board, the Board may deny the Comprehensive Permit.
- (b) In hiring outside consultants, the Board may engage engineers, scientists, financial analysts (as provided in subparagraph (h) below), planners, urban designers or other appropriate professionals who can assist the Board in analyzing a project to ensure compliance with all relevant laws, by-laws, and regulations. Such assistance may include, but not be limited to, analyzing an Application, and, to the extent permissible under the State Law Requirements, monitoring or inspecting a project or site for compliance with the Board's decision or regulations, or inspecting a project during construction or implementation.
- (c) The procedures for inviting proposals by qualified outside consultants are as follows:
 - (i.) For services exempt from G.L. c. 30B, the Board shall issue a Request for Quotations to a minimum of three (3) qualified consultants.
 - (ii.) For services subject to G.L. c. 30B, the Board shall follow the procedures of G.L. c. 30B.
 - (iii.) A quote or proposal shall include, at a minimum, the following:
 - (1.) the name of each person performing the work,
 - (2.) the educational and professional credentials of each person performing the work,
 - (3.) a description of the work to be performed,
 - (4.) the hourly rate charged by each person performing the work, and
 - (5.) all other expenses to be billed.
- (d) The Board may, in its sole discretion, require the Applicant to provide and pay for a stenographer to create a transcript of the public hearing.
- (e) Funds received by the Board pursuant to this section shall be deposited with the municipal treasurer who shall establish a special account for this purpose, consistent with the terms and provisions of G.L.c. 44, §53G. Expenditures from this special account may be made at the direction of the Board without further appropriation. Expenditures from this special account shall be made only for services rendered in connection with a specific project or projects for

which a project review fee has been or will be collected from the Applicant. Accrued interest may also be spent for this purpose. Failure of an Applicant to pay a review fee shall be grounds for denial of the comprehensive permit Application.

- (f) At the completion of the Board's review of a project, any excess amount in the account, including interest, attributable to a specific project shall be repaid to the Applicant or the Applicant's successor in interest. A final report of said account shall be made available to the Applicant or Applicant's successor in interest. For the purpose of this regulation, any person or entity claiming to be an Applicant's successor in interest shall provide the Board with documentation establishing such succession in interest.
- (g) Any Applicant may make an administrative appeal from the selection of an outside consultant to the Board of Selectmen. Such appeal must be made in writing within twenty days after the Board has mailed or hand-delivered notice to the Applicant of the selection. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualifications. The minimum qualifications shall consist either of an educational degree in, or related to, the field at issue or three or more years of practice in the field at issue or a related field. The required time limit for acting upon an Application by the Board shall be extended by the duration of the administrative appeal. In the event that no decision is made by the Board of Selectmen within one month following the filing of the appeal, the selection made by the Board shall stand.]
- (h) If the Applicant asserts that a condition imposed by the Board will render the Project Uneconomic and the pre-conditions set forth in 760 CMR 56.05(6)(a) have been satisfied, the Applicant shall submit a complete pro-forma, detailing the projected costs and revenues of the proposed project and an explanation of the basis and sources for the projections, and otherwise in compliance with 760 CMR 56.05(6)(b). An additional fee or fees may be imposed pursuant to 760 CMR 56.05(6)(b) for the retention of a financial expert and engineers or other consultants to assist the Board in its analysis of this claim. Alternatively, the Applicant may opt to pay for the Board's financial consultant or peer review in the manner prescribed by G.L. c. 44, §53G and this Section 4. The Board, in its sole and unfettered discretion, may waive any or all of the additional fees if it is determined that a financial review or other review is not necessary.

Section 5. Public Hearing and Decision

(a) The Board shall hold a public hearing within thirty days (30) of its receipt of a complete Application. A hearing shall not extend beyond one hundred eighty days (180) from the date a complete Application is filed, presuming that the Applicant has made timely submissions of materials in response to reasonable requests of the Board, except with the written consent of the Applicant. The Board may request the appearance at the hearing of such representatives of Local Boards as it considers necessary or helpful in reviewing the Application. In making its decision, the Board shall take into consideration the recommendation of Local Boards.

- (b) The Board shall render a decision, based on a majority vote of the Board, within forty days (40) after termination of the public hearing, unless such time period is extended by written agreement of the Board and the Applicant. The hearing is deemed terminated when all public testimony has been received and all information requested by the Board has been received.
- (c) The Board may dispose of the Application, by majority vote, in the following manner:
 - (i) approve a Comprehensive Permit on the terms and conditions set forth in the Application;
 - (ii) deny a Comprehensive Permit as not Consistent with Local Needs if the Board finds that there are no conditions that will adequately address Local Concerns; or
 - (iii) approve a comprehensive permit with conditions, with respect to, height, site plan, size, shape or general appearance of the proposed buildings, the configuration of the site plan, and any other reasonable condition that is necessary to address local concerns while not rendering the construction or operation of such housing Uneconomic. In order to assist the Board with determining the permissible extent of conditions, the Board may require that the Applicant provide a revised *pro-forma* during the latter stages of the public hearing after the parties have had an opportunity to review the proposed project and any revisions thereto. Determination as to whether a condition renders a Project Uneconomic shall be made consistent with the definition of "Uneconomic" in 760 CMR 56.02 and otherwise in accordance with the State Law Requirements.

Section 6. Changes in Application

- (a) In the event that, during the public hearing, the Applicant proposes any changes in its Application or project plans which would affect the project eligibility requirements set forth in 760 CMR 56.04(1), the Applicant shall comply with 760 CMR 56.04(5).
- (b) In the event of material or substantial changes, the Board may request, and the Applicant shall provide, any and all information specified in Section 3 hereof that is deemed by the Board to be necessary to evaluate such changes.
- (c) In the event of a material or substantial change, any and all plans and supporting information shall be provided to all of the Local Boards identified in Section 3, above.
- (d) If the Applicant submits a revised plan for the Board's consideration, and said plan is the plan that is the subject of the Board's hearing and deliberation, then the Application shall be deemed to be revised to reflect such revised plans, subject to the foregoing provisions.

Section 7. Appeals

- (a) If the Board approves the Comprehensive Permit, any person aggrieved may appeal within the time period and to the court provided in G.L.c. 40A, §17.
- (b) If the Board denies the Comprehensive Permit or approves the permit with conditions or requirements considered by the Applicant to be unacceptable, the Applicant may appeal to the Housing Appeals Committee as provided in G.L.c. 40B, §22.

What comprehensive permits have been submitted to the municipality in the last 10 years?

Name of Project	Funding Source	Approved/Denied	(INITIAL) DATE OF DECISION OR FILING WITH TOWN
45 Marion Street	?	Approved	6/6/14
Residences of South Brookline	Mass Development	Approved	2/20/15
Puddingstone at Chestnut Hill	Mass Development	Approved	10/29/18
21 Crown	MassHousing	Approved	4/20/16
445 Harvard Street—JFK Place	MassHousing	Approved	12/12/19
420 Harvard Street—JFK Crossing	MHP	Approved	2/6/17
40 Centre Street	MassHousing	Approved	2/8/17
The Coolidge	MassDevelopment	Pending—but not active at request of applicant	
455 Harvard Street	MassHousing	Approved	November 2017
384 Harvard Street—2Life—f/k/a JCHE	DHCD	Approved	3/22/17
ELEVEN801180 Boylston Street	MassDevelopment	Approved	3/23/17
1299 Beacon Street	MassHousing	Approved	10/2/19
500 Harvard Street	MassHousing	Approved	6/23/21
209 Harvard Street	МНР	Approved	9/21/21 (awaiting filing of decision)
1223 Beacon Street—Hampton Court	MassHousing	Pending—but not active at request of applicant	
111 Cypress Street	MassHousing	Withdrawn	
Babcock Place	MassHousing	Approved 4/5/18	
217 Kent Street	МНР	Active before ZBA	
108 Centre StreetHSL	DHCD	Active before ZBA	
32 Marion Street	DHCD	Active before ZBA	
83 Longwood Avenue	MassHousing	Active before ZBA	
45 Bartlett Crescent	MHFA	Active before ZBA	

CHIEF ELECTED OFFICIAL:

TITLE: CHAIR



MUNICIPAL CONTACT FOR APPLICATION:

Ch. 40B Technical Review Assistance Application

CONTACT INFORMATION

ZBA CHAIR:

POLLY SELKOE, AST. DIRECTOR FOR REGULATORY PLANNING	JESSE GELLER, ESQ.		BOARD OF SELECTMEN HEATHER HAMILTON C/O MEL KLECKNER—TOWN ADMINISTRATOR			
Address:	ADDRESS:		ADDRESS:			
PLANNING DEPARTMENT	PLANNING DEPARTMENT		SELECT BOARD			
333 WASHINGTON STREET	333 WASHINGTON STREET		333 WASHINGTON STREET			
SSS WASHINGTON STREET	333 1775		SSS WASHINGTON STILLER			
CITY/Town/ZIP	CITY/TOWN/ZIP		CITY/ TOWN/ZIP			
BROOKLINE, MA 02445	BROOKLINE, MA 02445		BROOKLINE, MA 02445			
PHONE:	PHONE:		PHONE:			
617-730-2130	617-730-2130		617-730-2200			
EMAIL:	EMAIL:		EMAIL:			
DOELING E O DO CONTINUE MA CONT	JGELLER@LCA-LLP.COM		MAKE ECKNIED @ DDOOK! IN ENAM COV			
PSELKOE@BROOKLINEMA.GOV			MKLECKNER@BROOKLINEMA.GOV			
	INFORMATION—Ple					
PROJECT NAME:		DEVELOPER:				
PRINCIPALS:		ATTORNEY:				
CONSULTANTS:		ENGINEER(S):				
DEVELOPMENT SITE & ZBA MEETINGS: 1. Number of Units Proposed: Total: 2. Project type: Rental 3. What is the size of the site?app 4. Date Permit Filed with ZBA: 5. What are the dates and times of r 6. Have hearings already been held f Dates: SITE APPROVAL/ELIGIBILITY LETTER: 7. What is the source of the site app	Homeownership prox acres egularly scheduled ZBA mages for this project?	neetings for this project?				
If NEF, please provide the name o	f the bank:					
Date of site approval letter:	Date of site approval letter:					

3.G.

Please include a copy of the site approval letter with your as	application.
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8.	Please describe the proposed development of the site including site description, surrounding area and adjacent uses, unique characteristics of site, design or building configuration. Feel free to attach supporting material. Please see attached.							
9.	What are the main municipal concerns with the project?							
10.	10. What specific review issues would you like assistance? All areas of expertise including but not limited to assistance during the hearing process, working sessions, decision preparation, peer review, etc. We have learned from experience that new issues invariably arise with both new cases. Further, different panels require different levels and type of support.							
 Do any municipal staff or ZBA members have prior experience reviewing comprehensive permits? The Town's Planning Department and Zoning Board of Appeals either have been or currently are engaged in approximately twenty 40B cases during the past eight years. Since there has been turnover on both the ZBA and the Planning Department, there are varying degrees of expertise and experience on each case amongst the ZBA panel and assigned staff. Does the municipality have a Master Plan or a Housing Plan that addresses affordable housing? Yes: X No: a. Is the plan DHCD certified? Yes:								
13.	13. Has the municipality adopted Comprehensive Permit review rules? Yes: X No: [(attached)							
14. Who is the counsel for the ZBA on this project? Town of Brookline Town Counsel's Office Which consultant does the ZBA prefer?: Judi Barrett								
What co	mprehensive permits have been submitte	d to the municipality in th	ne last 10 years?—Please see att	tachment.				
	NAME OF PROJECT	FUNDING SOURCE	APPROVED/DENIED	DATE				
SIGNATURE OF CHIEF ELECTED OFFICIAL: DATE:			SIGNATURE OF ZBA CHAIR FOR 40B PANEL: DATE:					
HEATUEN L	HEATHER HAMILTON, CHAIR JESSE GELLER, ESQ.							
SELECT BOARD								

Ch. 40B Technical Review Assistance Application Town of Brookline

Attachments: Correspondence relative to Project Eligibility Letters



Massachusetts Housing Finance Agency One Beacon Street, Boston, MA 02108

Tel: 617.854.1000 | Fax: 617.854.1091 | www.masshousing.com | Videophone: 857.366.4157 or Relay: 711

December 23, 2019

New Kent Street LLC 385 Harvard Street, Unit B2 Brookline, MA 02446 Attn: Khosro Ezra Sanieoff

Re:

217 Kent Street

Project Eligibility/Site Approval MassHousing ID No. 1054

Dear Mr. Sanieoff:

This letter is in response to your application as "Applicant" for a determination of Project Eligibility ("Site Approval") pursuant to Massachusetts General Laws Chapter 40B ("Chapter 40B"), 760 CMR 56.00 (the "Regulations") and the Comprehensive Permit Guidelines issued by the Department of Housing and Community Development ("DHCD") (the "Guidelines" and, collectively with Chapter 40B and the Regulations, the "Comprehensive Permit Rules"), under the New England Fund ("NEF") Program ("the Program") of the Federal Home Loan Bank of Boston ("FHLBank Boston").

New Kent Street LLC has submitted an application with MassHousing pursuant to Chapter 40B. You have proposed to build ninety (90) units of rental housing (the "Project") on approximately 0.66 acres of land located at 217 Kent Street (the "Site") in Brookline (the "Municipality").

In accordance with the Comprehensive Permit Rules, this letter is intended to be a written determination of Project Eligibility by MassHousing acting as Subsidizing Agency under the Guidelines, including Part V thereof, "Housing Programs In Which Funding Is Provided By Other Than A State Agency."

MassHousing has performed an on-site inspection of the Site, which local boards and officials were invited to attend and has reviewed the pertinent information for the Project submitted by the Applicant, the Municipality and others in accordance with the Comprehensive Permit Rules.

Municipal Comments

The Municipality was given a thirty (30) day period, in which to review the Site Approval application and submit comments and recommendations to MassHousing. At the request of Brookline Planning Director Alison C. Steinfeld, this period was extended to forty-five (45) days. The Chairman of the Brookline Select Board provided a letter dated December 2, 2019

summarizing comments from Municipal departments, boards and committees, and identifying specific concerns with the proposed Project. In summary, the Municipality acknowledges that the proposed Project could potentially be a well-designed residential development that expands the Municipality's supply of both affordable and market rate housing close to public transportation. Municipal comments, however, identified the following areas of concern regarding the proposed Project:

- The Municipality is concerned that the proposed Project's height and bulk will overwhelm the Site as it is perceived from the pedestrian perspective and from surrounding properties.
- The Municipality is concerned that the proposed Project lacks vegetative buffers, useable open space, and access to light and air for residents and surrounding properties. In particular, the Municipality is concerned about protection of the tree line along the Site's MBTA buffer. It is also concerned with the lack of setbacks and open space between the existing structure and the new structure, in addition to between the proposed Project and The Boston House, which abuts the Site to the north.
- The Municipality is concerned about whether the proposed Project's driveway width can adequately accommodate entering and exiting resident vehicles, delivery vehicles, and safe pathways for pedestrians.
- The Municipality would like additional information regarding operational plans and site circulation related to trash, recycling, moving and deliveries.
- The Municipality encourages the Applicant to work with the Fire and Building Departments to ensure that all relevant codes and fire apparatus access requirements are met.
- The Municipality would like additional information regarding whether the number of parking spaces proposed is adequate for the number of residential units. It would also like additional information relative to whether accessible parking spaces will be provided and whether parking spaces will be proportionately distributed between affordable and market rate units.
- The Municipality reminds the Applicant to be cognizant of the required state and federal regulations concerning any Flood Plain area located on the Site as to ensure that potential water runoff and flood mitigation measures are completely addressed.
- The Municipality notes that although the proposed Project will result in a net increase in units, the existing twenty-three (23) market rate units on the Site may be replaced with higher priced market rate units. Furthermore, the Municipality requests more information relative to how the Applicant may address risk of displacement of existing residents and opportunities for relocation to comparable units.

Community Comments

In addition to comments from town officials, MassHousing received eight (8) letters from area residents, which expressed varying levels of concern or opposition to the proposed Project. Specifically, letters from area residents raised concerns related to traffic, particularly as it relates to pedestrian safety at the nearby intersections of Longwood Ave. and Francis Street with Kent Street. Letters also expressed concern for the proposed height of the larger building and any associated impacts on access to sunlight. Additional concerns for construction management and associated impacts on area infrastructure and the Emerald Necklace and Muddy River were also expressed.

MassHousing carefully considered all of the Municipality's concerns, and to the extent appropriate within the context of the Site Approval process, has offered responses in the following "Recommendations" section of this letter.

MassHousing Determination

MassHousing staff has determined that the Project appears generally eligible under the requirements of the Program, subject to final review of eligibility and to Final Approval¹. As a result of our review, we have made the findings as required pursuant to 760 CMR 56.04(1) and (4). Each such finding, with supporting reasoning, is set forth in further detail on Attachment 1 hereto. It is important to note that Comprehensive Permit Rules limit MassHousing to these specific findings to determine Project Eligibility. If, as here, MassHousing issues a determination of Project Eligibility, the Developer may apply to the Zoning Board of Appeals of the Municipality for a Comprehensive Permit. At that time, local boards, officials and members of the public are provided the opportunity to further review the Project to ensure compliance with applicable state and local standards and regulations.

Based on MassHousing's site and design review, and in light of feedback received from the Municipality and area residents, the following issues should be addressed in your application to the Zoning Board of Appeals, and you should be prepared to explore them more fully in the public hearing process:

Development of this Site will require compliance with all state and federal environmental laws, regulations and standards applicable to existing conditions and to the proposed use related to building construction, stormwater management, wastewater collection and treatment, and hazardous waste safety. The Applicant should expect that the Municipality will require evidence of such compliance prior to the issuance of a building permit for the Project.

¹ MassHousing has relied on the Applicant to provide truthful and complete information with respect to this approval. If at any point prior to the issuance of a comprehensive permit MassHousing determines that the Applicant has failed to disclose any information pertinent to the findings set forth in 760 CMR 56.04 or information requested in the Certification and Acknowledgment of the Application, MassHousing retains the right to rescind this Site Approval letter.

- The Applicant should be prepared to address Municipal concerns relative to the height and bulk of the proposed Project, its impact on the surrounding neighborhood, and should consider additional measures to mitigate these concerns. Updated elevations should depict the immediate neighborhood context, particularly the Project's relationship to abutting properties.
- Given site constraints, the Applicant should consider ways to maximize the area and accessibility of useable open space both on the ground level and with features such as patios, balconies, or terraces where possible.
- The Applicant should be prepared to provide sufficient data to assess potential traffic impacts on area roadways and intersections, including the capacity of the proposed site access and egress and the safety of pedestrians within the Site.
- The Applicant should be prepared to provide additional information regarding the proposed Project's parking program, including anticipated parking demand, provision of accessible parking spaces, and distribution of spaces to future residents.
- Accessible routes should be confirmed to all amenities, management offices, designated
 parking spots and unit interiors. In particular, the safety and clearance of the accessible
 route to the elevator and common laundry should be confirmed in the existing building.
- The Applicant should engage with local fire and building officials to review the plans, ensure adequate emergency vehicle access, and address any other public safety concerns.
- The Applicant is encouraged to work with its design team to pursue sustainability initiatives that may improve occupant comfort and reduce operating expenses and is encouraged to explore options including low-flow plumbing fixtures, efficient building systems and high-performance envelope design. Given the potential for flooding, the applicant is encouraged to consider building resilience planning to improve both operational and physical performance.
- Given the Project's scope to renovate an existing occupied multi-family apartment building, and given the capacity of the Applicant's real estate portfolio, a good faith effort should be made to accommodate relocation of existing tenants at 217 Kent Street to other comparable properties.

MassHousing has also reviewed the application for compliance within the requirements of 760 CMR 56.04(2) relative to Application requirements and has determined that the material provided by the Applicant is sufficient to show compliance.

This Site Approval is expressly limited to the development of no more than ninety (90) rental units under the terms of the Program, of which not less than twenty-three (23) of such units shall be restricted as affordable for low- or moderate-income persons or families as required under the terms of the Guidelines. It is not a commitment or guarantee of financing and does not constitute

a site plan or building design approval. Should you consider, prior to obtaining a comprehensive permit, the use of any other housing subsidy program, the construction of additional units or a reduction in the size of the Site, you may be required to submit a new Site Approval application for review by MassHousing. Should you consider a change in tenure type or a change in building type or height, you may be required to submit a new site approval application for review by MassHousing.

This approval will be effective for a period of two (2) years from the date of this letter. Should the Applicant not apply for a comprehensive permit within this period this letter shall be expired and no longer in effect unless MassHousing extends the effective period of this letter in writing. In addition, the Applicant is required to notify MassHousing at the following times throughout this two-year period: (1) when the Applicant applies to the local ZBA for a Comprehensive Permit, (2) when the ZBA issues a decision and (3) if applicable, when any appeals are filed. Should a comprehensive permit be issued, please note that prior to (i) commencement of construction of the Project or (ii) issuance of a building permit, the Applicant is required to submit to MassHousing a request for Final Approval of the Project (as it may have been amended) in accordance with the Comprehensive Permit Rules (see especially 760 CMR 56.04(07) and the Guidelines including, without limitation, Part III thereof concerning Affirmative Fair Housing Marketing and Resident Selection). Final Approval will not be issued unless MassHousing is able to make the same findings at the time of issuing Final Approval as required at Site Approval.

For guidance on the comprehensive permit review process, you are advised to consult the Guidelines. Further, we urge you to review carefully with legal counsel the M.G.L. c.40B Comprehensive Permit Regulations at 760 CMR 56.00.

Please note that MassHousing may not issue Final Approval if the Comprehensive Permit contains any conditions that are inconsistent with the regulatory requirements of the New England Fund Program of the FHLBank Boston, for which MassHousing serves as Subsidizing Agency, as reflected in the applicable regulatory documents. In the interest of providing for an efficient review process and to avoid the potential lapse of certain appeal rights, the Applicant may wish to submit a "final draft" of the Comprehensive Permit to MassHousing for review. Applicants who avail themselves of this opportunity may avoid significant procedural delays that can result from the need to seek modification of the Comprehensive Permit after its initial issuance.

If you have any questions concerning this letter, please contact Katherine Miller at kmiller@masshousing.com or (617) 854-1116.

Sincerely,

Colin McNiece General Counsel cc: Janelle Chan, Undersecretary, DHCD
The Honorable Cynthia Stone Creem
The Honorable Tommy Vitolo
Bernard Greene, Chair, Board of Selectmen
Jesse Geller, Chair, Zoning Board of Appeal
Alison Steinfeld, Director, Planning and Community Development



TOWN of BROOKLINE

Massachusetts

333 WASHINGTON STREET **BROOKLINE, MASSACHUSETTS 02445**

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SELECT BOARD

BERNARD W. GREENE, Chair BENJAMIN J. FRANCO NANCY S. HELLER HEATHER A. HAMILTON RAUL A. FERNANDEZ

MELVIN A. KLECKNER Town Administrator December 2, 2019

Katherine Miller Planning and Programs Massachusetts Housing Finance Agency One Beacon Street Boston, MA 02108

RE:

Application for 40B Project Eligibility Letter

217 Kent Street, Brookline

Dear Ms. Miller:

Thank you for the opportunity to provide comments on the application for Site Approval submitted by NEW KENT STREET LLC to renovate an existing building and construct a new adjoining building to create a 90-unit housing development under GL Chapter 40B at 217 Kent Street in Brookline. In addition to the Board's statement provided below, I am attaching herewith written comments from the public for your consideration.

The Select Board acknowledges that the proposal for 217 Kent Street could potentially be a welldesigned residential development that expands the Town's supply of both affordable and market rate housing close to public transportation. The Board does, however, have the following concerns that should be addressed by the developer:

The proposed building is too big for its surroundings and lacks reasonable setbacks.

The height of the new building should be modified significantly to avoid overwhelming the

site from a pedestrian perspective.

Even though the trees abutting the MBTA tracks are not on the subject property, there is a risk that they will not survive construction since they are so close to the proposed new building. The developer should have a plan to protect the trees during construction.

While the Board appreciates the fact that the proposal will result in a net increase of 67 units including 23 subsidized units for families earning up to 80% of area median income, it

laments the fact that the existing 23 units may be replaced with higher priced units.

The Board is also concerned about the future of the current tenants. MassHousing to explore the applicability of residential relocation requirements. If not applicable, then the Select Board urges the developer to respect the current tenants and provide opportunities for them to avoid displacement or assist in relocating them to at least

- comparable units in Brookline. Providing "adequate" notice to the tenants is not sufficient.
- The Board is concerned about the proposed width of driveways and questions whether or not the access drive to the parking lot is wide enough to allow two vehicles to safely pass each other or to turn around on the site, especially because it is our understanding that delivery vehicles might park on the driveway, further restricting the passageway. Moreover, the site design should accommodate safe pathways for pedestrians. The Board defers to the ZBA, staff, and peer reviewers to ensure that the site design accommodates safe vehicular, bicycle and pedestrian circulation.
- The Board is relying on the ZBA to insure that operational plans and site circulation relating to trash, recycling, moving and deliveries are designed to function smoothly, safely and with minimal impact on the neighborhood.
- There is essentially no open space to buffer the project from the MBTA tracks at the rear. In addition, the space between the existing structure and the new structure could be improved to provide usable open space and more adequate access to light and open air to the residents of the project. Because of the minimal setbacks, the Town expects information relative to the impact on The Boston House, the abutter to the east, which provides temporary housing to families of children receiving medical treatment in Boston. The developer should incorporate usable open space for all residents and introduce landscaping to improve the visual appearance of the property and its relationship to the surrounding residential area.
- The Board acknowledges that the property is within close proximity to both the MBTA Green Line and bus service. The Board further acknowledges that there may be some self-selection of prospective tenants who will rent space understanding and accepting that parking is not available. The Select Board fully anticipates that the issues regarding parking will be vetted by the ZBA to insure that the developer provides the appropriate amount of parking for the development. Naturally, the Town will require that viable accommodations are made for handicap parking including access to the garage by vans and by people with mobility impairments.
- Tenants of affordable units should have the same access to parking as the tenants of market rate units; the former should not be charged for parking.
- Because of the site's proximity to an elementary school, the Board will expect that both
 construction activities and the project itself will have minimal impact on the functioning of
 the school and the safety of its students, their parents and school staff and that the
 developer provide appropriate mitigation
- Given that the site is within a Flood Plain, the applicant must work with all relevant federal
 and state agencies that may have jurisdiction over the site as well as the Town's
 Conservation Commission to ensure that potential water runoff and flood mitigation
 measures are adequately and completely addressed. The ZBA should be advised by
 technical peer review, obviously paid for by the applicant, of the adequacy of potential
 mitigation measures, as they might impact the site design and project feasibility.
- The developer must be committed to working with the ZBA, its peer reviewers and municipal staff to make significant improvements to the design of the building.
- The developer must work with the Fire and Building Departments to ensure that all relevant codes and fire apparatus access requirements are strictly adhered to—particularly in light of the fact that the developer is proposing to essentially build up to the Green Line tracks.
- Most importantly, the applicant must meet with the neighborhood residents—individually and/or in groups—to engage in a genuine dialogue to identify and mitigate their concerns.

We also suggest that if the petitioner secures a PEL and applies for a Comprehensive Permit, the applicant should submit the following information prior to or as part of an application to the Town's Board of Appeals:

 an actual or virtual 3D model of the proposed project showing abutting and nearby buildings

- an atlas map with an overlay of the proposed site plan showing abutting buildings with setbacks of the proposed building from its property lines
- site sections through the building across Kent Street, the train tracks and abutting properties
- a noise study
- a comprehensive shadow study prepared for four times during the day and at equinoxes and solstices
- a traffic and parking circulation study to show how site activities (deliveries, two-way traffic, etc.) will be integrated on the site
- a parking demand study that will identify the impact that this project might have on the availability of existing on-street parking in the immediate area
- flood zone information
- a waiver list in tabular form

To reiterate, the Select Board maintains that this project presents the potential to increase the supply of housing if and only if the developer is willing to mitigate concerns expressed by the neighborhood and Town.

Thank you for your consideration.

Sincerely,

BROOKLINE SELECT BOARD

By Bernard Greene, Chair

Attachments



Commonwealth of Massachusetts

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Jennifer D. Maddox, Undersecretary

June 3, 2021

Ms. Deborah Morse Vice President, Real Estate Hebrew SeniorLife, Inc. 1200 Centre Street Boston, MA 02131

Re: 108 Centre Street Affordable Senior Housing, Brookline, MA – Site Approval Letter

Dear Ms. Morse:

We are pleased to inform you that your application for project eligibility determination for the proposed 108 Centre Street Affordable Senior Housing project located in Brookline, Massachusetts, has been approved under the Low Income Housing Tax Credit (LIHTC) program. The property is located at 108 Centre Street, Brookline, Massachusetts. This approval indicates that the proposed plan is for 54 units of rental housing for seniors, all of which will be affordable at no more than 60% of area median income. The proposed development will consist of 54 one-bedroom units and the rental structure as described in the application is generally consistent with the standards for affordable housing to be included in the community's Chapter 40B affordable housing stock. This approval does not constitute a guarantee that LIHTC funds will be allocated to the 108 Centre Street Affordable Senior Housing project. It does create a presumption of fundability under 760 CMR 56.04 and allows Hebrew SeniorLife ("HSL") to apply to the Brookline Zoning Board of Appeals for a comprehensive permit. The sponsor should note that a One Stop submission for funding for each phase of this project must conform to all Department of Housing and Community Development (DHCD) program limits and requirements in effect at the time of submission.

As part of the review process, DHCD has made the following findings:

- 1. The proposed project appears generally eligible under the requirements of the Low Income Housing Tax Credit program.
- 2. DHCD has performed an on-site inspection of the proposed 108 Centre Street Affordable Senior Housing project and has determined that the proposed site is an appropriate location for the project. It is located in the Coolidge Corner section of Brookline. It is within a 5 minute walk to Beacon Street and Harvard Street. There are several shops and restaurants in this area. There is also access to the MBTA bus and Green Line C subway.
- 3. The proposed housing design is appropriate for the site. The housing will transform the vacant Jameson House to a 5 story, 54 unit affordable senior rental building. It will be designed with elements reflected of the neighborhood context, yet up to Passive House standards. It is also

adjacent to the Brookline Senior Center and close to two other senior buildings owned by the sponsor.

- 4. The proposed project appears financially feasible in the context of the Brookline housing market. The three-phased proposal includes 11 units for households earning up to 30% of area median income (AMI) and 43 units for households earning up to 60% AMI.
- 5. The initial proforma for the project appears financially feasible and consistent with the requirements for cost examination and limitations on profits on the basis of estimated development and operating costs. Please note again that a One Stop submission for funding for this project must conform to all DHCD program limits and requirements in effect at the time of submission.
- 6. The third-party appraisal completed for this property calculated an appraised value that is higher than the acquisition value in the development budget included in the application for site eligibility. The Low-Income Housing Tax Credit Program Guidelines state that the allowable acquisition value of a site with a comprehensive permit must be equal to or less than the value under pre-existing zoning, plus reasonable carrying costs. If this project applies for funding under the Low-Income Housing Tax Credit Program, the acquisition price in the proposed budget should reflect these program guidelines.
- 7. The ownership entity will be a single-purpose entity controlled by the Applicant subject to limited dividend requirements, and meets the general eligibility standards of the Low Income Housing Tax Credit program. The Applicant will need to demonstrate sufficient organizational capacity to successfully develop the project under the Low-Income Housing Tax Credit program.
- 8. The Applicant is the owner of the site.
- 9. DHCD received comments from the Town of Brookline in support of the project.

The proposed 108 Centre Street Affordable Senior Housing project will have to comply with all state and local codes not specifically exempted by a comprehensive permit. In applying for a comprehensive permit, the project sponsor should identify all aspects of the proposal that will not comply with local requirements.

If a comprehensive permit is granted, construction of this project may not commence without DHCD's issuance of Final Approval pursuant to 760 CMR 56.04 (7) and an award of LIHTC funds. This project eligibility determination letter is not transferable to any other project sponsor or housing program without the express written consent of DHCD. When construction is complete, a Chapter 40B cost certification and an executed and recorded 40B Regulatory Agreement in compliance with DHCD's requirements pertaining to Chapter 40B must be submitted and approved by DHCD prior to the release of a Low-Income Housing Tax Credit Form 8609.

This letter shall expire two years from this date, or on June 3, 2023, unless a comprehensive permit has been issued.

We congratulate you on your efforts to work with the town of Brookline to increase its supply of affordable housing. If you have any questions as you proceed with the project, please feel free to call or email Rebecca Frawley Wachtel at (617) 573-1318 or at Rebecca. Frawley@mass.gov.

Sincerely,

Alana Murphy

Deputy Associate Director

Alem hopy

cc: Chairperson Bernard Greene, Brookline Select Board



TOWN of BROOKLINE

Massachusetts

SELECT BOARD

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May 21, 2021

Rebecca Frawley Wachtel, Director Low Income Housing Tax Credit Program Department of Housing & Community Development 100 Cambridge Street, 3rd Floor Boston, MA 02114

RE: Hebrew Senior Life, Inc.—108 Centre Street, Brookline

Dear Ms. Wachtel:

Thank you for the opportunity to provide comments on the application for Site Approval submitted by Hebrew Senior Life, Inc. (HSL) to construct fifty-four 100% affordable senior housing units at 108 Centre Street in Brookline.

The Select Board is pleased to not only support this project but to encourage DHCD to expeditiously render a favorable decision on HSL's application. Located in Coolidge Corner with access to public transportation, a vibrant commercial district and a host of support services, the proposed project will increase Brookline's senior affordable housing stock in a highly desirable location for the elderly. Further given the fact that the project abuts our Senior Center, HSL is offering to work with the Town to expand the center in order to provide enhanced services to current and future residents of Brookline including but not limited to the new residents of 108 Centre Street

The Select Board conducted a public hearing on May 11th to solicit input from interested parties as well as requested comments from municipal departments, boards and commissions. I am attaching written comments submitted to the Select Board relative to this application. A significant portion of the public testimony provided to the Board was in support of the proposal, thereby reinforcing the Select Board's endorsement of this project.

We are fully confident that Hebrew Senior Life will work with the Zoning Board of Appeals and Town staff to address any issues that may emerge relative to the proposal while continuing to provide

opportunities for public engagement. Planning Department representatives will contact HSL to discuss the plans and studies that the ZBA typically requests be included in the Comprehensive Permit application in order to facilitate HSL's progress through the process. Staff support will continue throughout the 40B review and approval process.

The Town of Brookline looks forward to working with DHCD and HSL to help make this exciting project a reality.

Thank you for your consideration.

Sincerely,

Heather Hamilton, Chair

Select Board

Attachments



Massachusetts Housing Finance Agency One Beacon Street, Boston, MA 02108

Tel: 617.854.1000

Fax: 617.854.1091 i www.masshousing.com

Videophone: 857,366,4157 or Relay: 711

March 8, 2021

83 Longwood Ave., LLC 1368 Beacon Street, Suite 109 Brookline, MA 02446 Attention: Danny Danesh

Re:

83 Longwood Ave.

Project Eligibility/Site Approval MassHousing ID No. 1096

Dear Mr. Danesh:

This letter is in response to your application as "Applicant" for a determination of Project Eligibility ("Site Approval") pursuant to Massachusetts General Laws Chapter 40B ("Chapter 40B"), 760 CMR 56.00 (the "Regulations") and the Comprehensive Permit Guidelines issued by the Department of Housing and Community Development ("DHCD") (the "Guidelines" and, collectively with Chapter 40B and the Regulations, the "Comprehensive Permit Rules"), under the New England Fund ("NEF") Program ("the Program") of the Federal Home Loan Bank of Boston ("FHLBank Boston").

83 Longwood Ave, LLC has submitted an application with MassHousing pursuant to Chapter 40B. You have proposed to build sixty-four (64) units of rental housing (the "Project") on 18,375 square feet of land located at 83 Longwood Ave. (the "Site") in Brookline (the "Municipality").

In accordance with the Comprehensive Permit Rules, this letter is intended to be a written determination of Project Eligibility by MassHousing acting as Subsidizing Agency under the Guidelines, including Part V thereof, "Housing Programs In Which Funding Is Provided By Other Than A State Agency."

MassHousing has performed an on-site inspection of the Site, which local boards and officials were invited to attend, and has reviewed the pertinent information for the Project submitted by the Applicant, the Municipality and others in accordance with the Comprehensive Permit Rules.

Municipal Comments

Pursuant to the Regulations, the Municipality was given a thirty (30) day period in which to review the Site Approval application and submit comments to MassHousing. At the request of the Municipality, this period was extended for a total of sixty (60) days to review the Site Approval Application. The Select Board submitted a letter summarizing comments from municipal departments, boards, committees and members of the community identifying specific concerns with the proposed Project:

• The Municipality states that the proposed Project will overshadow the lower-density properties in the area, most notably those properties to the south. Further, the Municipality believes the

Applicant should identify ways to reduce building height and massing with particular emphasis on nearby housing along Stearns Road and St. Paul Street.

- The Municipality expressed concern about potential drainage and stormwater management impacts on abutting properties.
- The Municipality believes the proposed setbacks are too small, particularly relative to the height of the proposed building, leaving little room or space for landscaping or open space elements.

Community Comments

In addition to comments from Municipal staff and officials, MassHousing received several letters from neighborhood residents expressing concerns regarding the proposed Project. While letters from the community largely echoed the concerns identified by Municipal officials, the letters received are summarized below:

- Area residents are concerned that the size and scale of the proposed Project will overwhelm the Site and overshadow the lower density properties located nearby.
- Area residents are concerned that the demolition of the Beech Tree Inn will have an adverse
 effect on the character of the existing neighborhood.
- Area residents are concerned about the potentially negative impact the construction on abutting properties.
- Area residents are concerned about increased traffic and pedestrian safety due to the anticipated increase of traffic congestion along Longwood Avenue.

MassHousing Determination and Recommendation

MassHousing staff has determined that the Project appears generally eligible under the requirements of the Program, subject to final review of eligibility and to Final Approval. As a result of our review, we have made the findings as required pursuant to 760 CMR 56.04(1) and (4). Each such finding, with supporting reasoning, is set forth in further detail on Attachment 1 hereto. It is important to note that Comprehensive Permit Rules limit MassHousing to these specific findings in order to determine Project Eligibility. If, as here, MassHousing issues a determination of Project Eligibility, the Applicant may apply to the Zoning Board of Appeals ("ZBA") for a comprehensive permit. At that time local boards, officials and members of the public are provided the opportunity to further review the Project to ensure compliance with applicable state and local standards and regulations.

Based on MassHousing's site and design review, and considering feedback received from the Municipality, the following issues should be addressed in the application to the ZBA, and the Applicant should be prepared to explore them more fully during the public hearing process:

¹ MassHousing has relied on the Applicant to provide truthful and complete information with respect to this approval. If at any point prior to the issuance of a comprehensive permit MassHousing determines that the Applicant has failed to disclose any information pertinent to the findings set forth in 760 CMR 56.04 or information requested in the Certification and Acknowledgment of the Application, MassHousing retains the right to rescind this Site Approval letter.

- Development of this Site will require compliance with all state and federal environmental laws, regulations and standards applicable to existing conditions and to the proposed use related to building construction, stormwater management, wastewater collection and treatment, and hazardous waste safety. The Applicant should expect that the Municipality will require evidence of such compliance prior to the issuance of a building permit for the Project.
- The Applicant should be prepared to discuss concerns raised by the Municipality regarding the proposed size, scale, and design of the proposed multi-family building.
- The Applicant should be prepared to discuss increasing setbacks and available open space.
- The Applicant should be prepared to demonstrate that the site design accommodates safe vehicular, bicycle, and pedestrian site circulation.
- The Applicant should be prepared to demonstrate sufficient access for emergency vehicles.
- The Applicant should be prepared to provide sufficient data to assess potential traffic impacts
 on area roadways and intersections, including the safety of proposed site access and egress,
 and to respond to reasonable requests for mitigation.
- A landscape plan should be provided, including a detailed planting plan, as well as paving, lighting, and signage details, and the location of outdoor dumpsters or other waste receptacles.
 The landscape plan should also include provisions for snow removal and long-term landscape maintenance and bike storage options.

MassHousing has also reviewed the application for compliance within the requirements of 760 CMR 56.04(2) relative to Application requirements and has determined that the material provided by the Applicant is sufficient to show compliance.

This Site Approval is expressly limited to the development of no more than sixty-four (64) rental units under the terms of the Program, of which not less than thirteen (13) of such units shall be restricted as affordable for low or moderate income persons or families as required under the terms of the Guidelines. It is not a commitment or guarantee of financing and does not constitute a site plan or building design approval. Should you consider, prior to obtaining a comprehensive permit, the use of any other housing subsidy program, the construction of additional units or a reduction in the size of the Site, you may be required to submit a new Site Approval application for review by MassHousing. Should you consider a change in tenure type or a change in building type or height, you may be required to submit a new site approval application for review by MassHousing.

For guidance on the comprehensive permit review process, you are advised to consult the Guidelines. Further, we urge you to review carefully with legal counsel the M.G.L. c.40B Comprehensive Permit Regulations at 760 CMR 56.00.

This approval will be effective for a period of two (2) years from the date of this letter. Should the Applicant not apply for a comprehensive permit within this period this letter shall be considered to be expired and no longer in effect unless MassHousing extends the effective period of this letter in writing. In addition, the Applicant is required to notify MassHousing at the following times throughout this two-

year period: (1) when the Applicant applies to the local ZBA for a Comprehensive Permit, (2) when the ZBA issues a decision and (3) if applicable, when any appeals are filed.

Should a comprehensive permit be issued, please note that prior to (i) commencement of construction of the Project or (ii) issuance of a building permit, the Applicant is required to submit to MassHousing a request for Final Approval of the Project (as it may have been amended) in accordance with the Comprehensive Permit Rules (see especially 760 CMR 56.04(07) and the Guidelines including, without limitation, Part III thereof concerning Affirmative Fair Housing Marketing and Resident Selection). Final Approval will not be issued unless MassHousing is able to make the same findings at the time of issuing Final Approval as required at Site Approval.

Please note that MassHousing may not issue Final Approval if the Comprehensive Permit contains any conditions that are inconsistent with the regulatory requirements of the New England Fund Program of the FHLBank Boston, for which MassHousing serves as Subsidizing Agency, as reflected in the applicable regulatory documents. In the interest of providing for an efficient review process and in order to avoid the potential lapse of certain appeal rights, the Applicant may wish to submit a "final draft" of the Comprehensive Permit to MassHousing for review. Applicants who avail themselves of this opportunity may avoid significant procedural delays that can result from the need to seek modification of the Comprehensive Permit after its initial issuance.

If you have any questions concerning this letter, please contact Michael Busby at (617) 854-1219.

Sincerely.

General Counsel

Ochiciai Coulisci

cc: Jennifer Maddox, Undersecretary, DHCD

The Honorable Cynthia Stone Creem

The Honorable Tommy Vitolo

Bernard Greene, Chair, Select Board

Jesse Geller, Chair, Zoning Board of Appeal

Alison Steinfeld, Director, Planning and Community Development



TOWN of BROOKLINE

Massachusetts

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> MELVIN A. KLECKNER Town Administrator

333 WASHINGTON STREET BROOKLINE, MASSACHUSETTS 02445

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January 26, 2021

Michael Busby, Relationship Manager Massachusetts Housing Finance Agency One Beacon Street Boston, Massachusetts 02108

RE:

Proposed 40B—83 Longwood Avenue

Brookline, MA MHD No. 1096

Dear Mr. Busby:

Thank you for the opportunity to provide comments on the application for Site Approval submitted by 83 Longwood Avenue, LLC to construct 64 units of rental housing at 83 Longwood Avenue in Brookline.

The Select Board has requested comments from municipal departments, boards and commissions and held a public hearing on January 19th to solicit input from interested parties. I am attaching written comments submitted to the Select Board relative to this application.

The following are preliminary comments from members of the Select Board and the public from our January 19th Select Board Hearing:

The assertion that the structure is seven stories belies the fact that the floor-to-ceiling heights are particularly high—most notably the 18-foot-high first floor. While we recognize that several nearby buildings exceed height limitations set forth in our zoning, we remain concerned that the proposed project will overshadow the lower-density properties in the area, most notably those to the south. It is interesting to note that the developer has not provided any perspectives of the building looking north from Stearns Road. The 99-foot high building constructed on a slope will loom over these two-and three story homes.

The applicant must identify ways to reduce the height and massing of the building both in fact and appearance in or order to respect the neighborhood context in which it is located—with a particular emphasis on the nearby housing along Stearns Road and St. Paul Street.

- The developer must demonstrate an effective plan to eliminate runoff from the site, specifically including runoff to lower lying properties in the rear of the site.
- The setbacks are too small particularly relative to the height, leaving little room for landscaping or open space. Virtually the entire site is devoted to a structure.

The Select Board requests that the following comments be addressed in your evaluation of the PEL application:

- The proposed building is too high for the parcel and the surrounding context.
- The building lacks reasonable setbacks to properties, overwhelming the site.
- Usable open space, which is essentially non-existent, should be provided for the benefit of the residents.
- The Board defers to the Zoning Board of Appeals (ZBA), staff, and peer reviewers to insure that the site design accommodates safe vehicular, bicycle and pedestrian circulation.
- The Board is relying on our ZBA to insure that operational plans and site circulation relating to trash, recycling, moving and deliveries are designed to function smoothly, safely and with minimal impact on the neighborhood.
- Naturally, the Town will require that viable accommodations are made for handicap parking including access to the garage by vans and by people with mobility impairments.
- Tenants of affordable units should have the same access to parking as the tenants of market rate units; the former should not be charged (directly or indirectly) for parking.
- The developer must commit to work with the ZBA, its peer reviewers and municipal staff to make significant improvements to the design of the building.
- The developer must work with the Fire, Building and Public Works Departments to ensure that all relevant codes including but not limited to fire apparatus access requirements are met.
- To the maximum extent possible, the structure shall incorporate electric HVAC and Passive Housing efficiency standards
- The applicant must meet with the neighborhood residents and any nearby businesses—individually and/or in groups—to engage in a genuine dialogue to identify and mitigate their concerns.

We also suggest that if the applicant secures a PEL and applies for a Comprehensive Permit, the applicant should submit the following information prior to or as part of an application to the Town's ZBA.

- An actual or virtual 3D model of the proposed project accurately showing all abutting and nearby properties
- An atlas map with an overlay of the proposed site plan showing abutting buildings with setbacks of the proposed building from its property lines
- A comprehensive set of site sections through the building
- A noise study
- A comprehensive plan to insure that the site generates no runoff

- A comprehensive shadow study prepared for four distinct times during the day and at equinoxes and solstices from all perspectives
- A traffic and parking circulation study to show how site activities (deliveries, two-way traffic, etc.) will be integrated on the site as well as a parking demand study to identify potential impacts on the availability of existing on-street parking in the general area. It is recommended that the applicant meet with the Engineering and Transportation Division of DPW to discuss the scope of said studies prior to undertaking same.
- A Zoning Analysis
- A waiver list in tabular form

Thank you for your consideration.

Sincerely,

Bernard Greene, Chair Brookline Select Board

Attachments



Commonwealth of Massachusetts

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

Charles D. Baker, Governor 🔸 Karyn E. Polito, Ll. Governor 💠 Jennifer D. Maddox, Undersecretary

March 11, 2021

Ms. Maria T. Maffei Director of Redevelopment Brookline Housing Authority 90 Longwood Avenue Brookline, Massachusetts 02446

Re: 32 Marion Street Phase I, Brookline, MA - Site Approval Letter

Dear Ms. Maffei:

We are pleased to inform you that your application for project eligibility determination for the proposed 32 Marion Street Phase I project located in Brookline, Massachusetts, has been approved under the Low Income Housing Tax Credit (LIHTC) program. The property is located at 32-40 Marion Street and 19-36 Foster Street, Brookline, Massachusetts. This approval indicates that the proposed plan is for 115 units, all of which will be affordable at no more than 60% of area median income. Phase I will consist of a six-story building with 115 one-bedroom housing units and commercial space. The rental structure as described in the application is generally consistent with the standards for affordable housing to be included in the community's Chapter 40B affordable housing stock. This approval does not constitute a guarantee that LIHTC funds will be allocated to the 32 Marion Street Phase I project. It does create a presumption of fundability under 760 CMR 56.04, and it allows the Brookline Housing Authority to apply to the Brookline Zoning Board of Appeals for a comprehensive permit. We understand that the developer may seek approval to develop a second housing phase on the site in the future. The sponsor should note that a One Stop+ submission for funding for this project must conform to all Department of Housing and Community Development (DHCD) program limits and requirements in effect at the time of submission.

As part of the review process, DHCD has made the following findings:

- 1. The proposed project appears generally eligible under the requirements of the Low Income Housing Tax Credit program.
- 2. DHCD has performed an on-site inspection of the proposed 32 Marion Street Phase I project and has determined that the proposed site is an appropriate location for the project. The site is located less than a mile from the MBTA and the Coolidge Corner shopping district.

- 3. The proposed housing design is appropriate for the site. It will replace the current 60-unit development with a building with a total of 115 units. The Phase I building will contain 115 units and provide administrative office and common community space in a six-story building.
- 4. The proposed project appears financially feasible in the context of the Brookline housing market. The proposal states that all units will be reserved for households earning up to 60% of area median income (AMI).
- 5. The initial proforma appears financially feasible and consistent with the requirements for cost examination and limitations on profits on the basis of estimated development and operating costs. Please note again that a OneStop+submission for funding for this project must conform to all DHCD program limits and requirements in effect at the time of submission.
- 6. There was no appraisal of the property commissioned by DHCD. The Low-Income Housing Tax Credit Program Guidelines state that the allowable acquisition value of a site with a comprehensive permit must be equal to or less than the value under pre-existing zoning, plus reasonable carrying costs. The site will be conveyed for no consideration.
- 7. The ownership entity will be a single-purpose entity controlled by the Applicant, subject to limited dividend requirements, and meets the general eligibility standards of the Low Income Housing Tax Credit program. The Applicant will need to demonstrate sufficient organizational capacity to successfully develop the project under the Low-Income Housing Tax Credit program.
- 8. The Applicant is the designated developer of the site.
- 9. Comments on the application from the Town of Brookline relayed to DHCD are attached to this letter.

The proposed 32 Marion Street Phase I project will have to comply with all state and local codes not specifically exempted by a comprehensive permit. In applying for a comprehensive permit, the project sponsor should identify all aspects of the proposal that will not comply with local requirements.

If a comprehensive permit is granted, construction of this project may not commence without DHCD's issuance of final approval pursuant to 760 CMR 56.04 (7) and an award of LIHTC funds. This project eligibility determination letter is not transferable to any other project sponsor or housing program without the express written consent of DHCD. When construction is complete, a Chapter 40B cost certification and an executed and recorded 40B Regulatory Agreement in compliance with DHCD's requirements pertaining to Chapter 40B must be submitted to and approved by DHCD prior to the release of a Low-Income Housing Tax Credit Form 8609.

This letter shall expire two years from this date, or on March 11, 2023, unless a comprehensive permit has been issued.

We congratulate you on your efforts to work with the town of Brookline to increase its supply of affordable housing. If you have any questions as you proceed with the project, please feel free to call or email Rebecca Frawley Wachtel at (617) 573-1318 or at Rebecca. Frawley@mass.gov.

Sincerely,

Alana Murphy

Deputy Director, Housing Development

cc: Chairman Bernard Greene, Brookline Board of Selectmen



TOWN of BROOKLINE Massachusetts

SELECT BOARD

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MELVIN A. KLECKNER Town Administrator 333 WASHINGTON STREET BROOKLINE, MASSACHUSETTS 02445

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February 9, 2021

Rebecca Frawley Wachtel, Director Low Income Housing Tax Credit Program Department of Housing & Community Development 100 Cambridge Street Third Floor Boston, Massachusetts 02114

RE: Proposed 40B-32 Marion Street Brookline MA

Dear Ms. Wachtel:

Thank you for the opportunity to provide comments on the application for Site Approval submitted by the Brookline Housing Authority (BHA) to construct a project consisting of a total of 139 low-income rental units at 32 Marion Street.

The Select Board has requested comments from municipal departments, boards and commissions and held a public hearing on February 2nd to solicit input from interested parties. I am attaching written comments submitted to the Select Board relative to this application.

The Select Board is pleased to not only support this application but to strongly encourage that DHCD issue favorable and expeditious approval to proceed. The proposed construction of a new facility on the grounds of the current Col. Floyd Apartments represents an exciting opportunity to significantly improve and expand our supply of affordable housing units for seniors and the disabled. This project will build upon a strong and long-term partnership between the Town of Brookline and BHA. As you are aware, the Town anticipates committing \$6.525 million in Housing Trust Funds to this project based on recent Town Meeting approval of a private development project. These funds, provided by the developer of a senior life care facility in fulfillment of the Town's Inclusionary Zoning requirements, were expressly negotiated by the Town with the intent of dedicating them to the Col. Floyd senior housing project.

The Board would like to take this opportunity to acknowledge the thoughtful design of the project that seeks to respect the abutting properties and neighborhood. We are confident that the applicant will work

with the Zoning Board of Appeals (ZBA) to address any issues that may emerge relative to this application. Planning Department staff will reach out to the BHA to explain the nature of the plans and studies that the Town typically requests be included in a Comprehensive Permit application.

We look forward to continuing to work with the BHA, ZBA and DHCD to make this project a reality.

Thank you for your consideration.

Sincerely,

Bernard Greene, Chair Brookline Select Board

Attachments



Massachusetts Housing Finance Agency One Beacon Street, Boston, MA 02108

Tel: 617.854,1000

Fax: 617.854.1091 www.masshousing.com

Videophone: 857.366.4157 or Relay: 711

July 8, 2021

686 Lewis Hill, LLC 36 Waverly Street Brookline, MA 02445 Attention: Eli Schwartz

Re:

45 Bartlett Street

Project Eligibility/Site Approval MassHousing ID No. 1113

Dear Mr. Schwartz:

This letter is in response to your application as "Applicant" for a determination of Project Eligibility ("Site Approval") pursuant to Massachusetts General Laws Chapter 40B ("Chapter 40B"), 760 CMR 56.00 (the "Regulations") and the Comprehensive Permit Guidelines issued by the Department of Housing and Community Development ("DHCD") (the "Guidelines" and, collectively with Chapter 40B and the Regulations, the "Comprehensive Permit Rules"), under the New England Fund ("NEF") Program ("the Program") of the Federal Home Loan Bank of Boston ("FHLBank Boston").

686 Lewis Hill, LLC has submitted an application with MassHousing pursuant to Chapter 40B. You have proposed to build twenty-four (24) condominium units (the "Project") on 15,280 square feet of land located at 45 Bartlett Street (the "Site") in Brookline (the "Municipality").

In accordance with the Comprehensive Permit Rules, this letter is intended to be a written determination of Project Eligibility by MassHousing acting as Subsidizing Agency under the Guidelines, including Part V thereof, "Housing Programs In Which Funding Is Provided By Other Than A State Agency."

MassHousing has performed an on-site inspection of the Site and has reviewed the pertinent information for the Project submitted by the Applicant, the Municipality and others in accordance with the Comprehensive Permit Rules.

Municipal Comments

Pursuant to the Regulations, the Municipality was given a thirty (30) day period in which to review the Site Approval application and submit comments to MassHousing. The Select Board submitted a letter summarizing comments from municipal departments and members of the community identifying specific concerns with the proposed Project:

The following concerns were identified in their comments:

- The Municipality believes the proposed setbacks are insufficient, particularly relative to the height of the proposed building, leaving little room or space for landscaping or open space elements.
- The Municipality requests that a traffic study be commissioned to assess site activities such as deliveries and two-way traffic impacts and further review the availability of existing on-street parking in the adjacent neighborhood to the proposed Site.
- The Municipality is concerned about the proposed differences in the size and interior finishes of the market rate and affordable units.

MassHousing Determination and Recommendation

MassHousing staff has determined that the Project appears generally eligible under the requirements of the Program, subject to final review of eligibility and to Final Approval. As a result of our review, we have made the findings as required pursuant to 760 CMR 56.04(1) and (4). Each such finding, with supporting reasoning, is set forth in further detail on Attachment 1 hereto. It is important to note that Comprehensive Permit Rules limit MassHousing to these specific findings in order to determine Project Eligibility. If, as here, MassHousing issues a determination of Project Eligibility, the Applicant may apply to the Zoning Board of Appeals ("ZBA") for a comprehensive permit. At that time local boards, officials and members of the public are provided the opportunity to further review the Project to ensure compliance with applicable state and local standards and regulations.

Based on MassHousing's site and design review, and considering feedback received from the Municipality, the following issues should be addressed in the application to the ZBA, and the Applicant should be prepared to explore them more fully during the public hearing process:

- Development of this Site will require compliance with all state and federal environmental laws, regulations and standards applicable to existing conditions and to the proposed use related to building construction, stormwater management, wastewater collection and treatment, and hazardous waste safety. The Applicant should expect that the Municipality will require evidence of such compliance prior to the issuance of a building permit for the Project.
- The Applicant should be prepared to discuss concerns raised by the Municipality regarding the proposed size of the building and whether additional open space elements will be considered.
- A landscape plan should be provided, including a detailed planting plan, as well as paving, lighting, and signage details, and the location of outdoor dumpsters or other waste receptacles.
 The landscape plan should also include provisions for snow removal and long-term landscape maintenance and bike storage options.
- The Applicant should be prepared to provide sufficient data to assess potential traffic impacts
 on area roadways and intersections, including the safety of proposed site access and egress,
 and to respond to reasonable requests for mitigation.

¹ MassHousing has relied on the Applicant to provide truthful and complete information with respect to this approval. If at any point prior to the issuance of a comprehensive permit MassHousing determines that the Applicant has failed to disclose any information pertinent to the findings set forth in 760 CMR 56.04 or information requested in the Certification and Acknowledgment of the Application, MassHousing retains the right to rescind this Site Approval letter.

• The Applicant should be prepared to present an affordable unit location plan consistent with the Comprehensive Permit Rules, specifically the Minimum Design and Construction Standards of the 40B Guidelines at Section V(D).

MassHousing has also reviewed the application for compliance within the requirements of 760 CMR 56.04(2) relative to Application requirements and has determined that the material provided by the Applicant is sufficient to show compliance.

This Site Approval is expressly limited to the development of no more than twenty-four (24) homeownership units under the terms of the Program, of which not less than six (6) of such units shall be restricted as affordable for low- or moderate-income persons or families as required under the terms of the Guidelines. It is not a commitment or guarantee of financing and does not constitute a site plan or building design approval. Should you consider, prior to obtaining a comprehensive permit, the use of any other housing subsidy program, the construction of additional units or a reduction in the size of the Site, you may be required to submit a new Site Approval application for review by MassHousing. Should you consider a change in tenure type or a change in building type or height, you may be required to submit a new site approval application for review by MassHousing.

For guidance on the comprehensive permit review process, you are advised to consult the Guidelines. Further, we urge you to review carefully with legal counsel the M.G.L. c.40B Comprehensive Permit Regulations at 760 CMR 56.00.

This approval will be effective for a period of two (2) years from the date of this letter. Should the Applicant not apply for a comprehensive permit within this period this letter shall be considered to be expired and no longer in effect unless MassHousing extends the effective period of this letter in writing. In addition, the Applicant is required to notify MassHousing at the following times throughout this two-year period: (1) when the Applicant applies to the local ZBA for a Comprehensive Permit, (2) when the ZBA issues a decision and (3) if applicable, when any appeals are filed.

Should a comprehensive permit be issued, please note that prior to (i) commencement of construction of the Project or (ii) issuance of a building permit, the Applicant is required to submit to MassHousing a request for Final Approval of the Project (as it may have been amended) in accordance with the Comprehensive Permit Rules (see especially 760 CMR 56.04(07) and the Guidelines including, without limitation, Part III thereof concerning Affirmative Fair Housing Marketing and Resident Selection). Final Approval will not be issued unless MassHousing is able to make the same findings at the time of issuing Final Approval as required at Site Approval.

Please note that MassHousing may not issue Final Approval if the Comprehensive Permit contains any conditions that are inconsistent with the regulatory requirements of the New England Fund Program of the FHLBank Boston, for which MassHousing serves as Subsidizing Agency, as reflected in the applicable regulatory documents. In the interest of providing for an efficient review process and in order to avoid the potential lapse of certain appeal rights, the Applicant may wish to submit a "final draft" of the Comprehensive Permit to MassHousing for review. Applicants who avail themselves of this opportunity may avoid significant procedural delays that can result from the need to seek modification of the Comprehensive Permit after its initial issuance.



TOWN of BROOKLINE

Massachusetts

SELECT BOARD

BERNARD W. GREENE, Chair HEATHER A. HAMILTON, Vice Chair NANCY S. HELLER RAUL A. FERNANDEZ JOHN VANSCOYOC

MELVIN A. KLECKNER
Town Administrator

333 WASHINGTON STREET BROOKLINE, MASSACHUSETTS 02445

> (617) 730-2200 FAX: (617) 730-2054 www.BrooklineMA.gov

April 30, 2021

Michael Busby, Relationship Manager Massachusetts Housing Finance Agency One Beacon Street Boston, Massachusetts 02108

RE: Proposed 40B—45 Bartlett Brookline, MA

Dear Mr. Busby:

Thank you for the opportunity to provide comments on the application for Site Approval submitted by 686 Lewis Hill, LLC to construct 24 homeownership units at 45 Bartlett Crescent in Brookline.

The Select Board conducted a public hearing on April 20th to solicit input from interested parties. I am attaching written comments submitted to the Select Board relative to this application.

The following are preliminary comments from members of the Select Board and the public from our April 20th public hearing:

- Having reviewed eighteen Site Approval Applications during the past eight years--all of which
 proposed rental units, the Select Board welcomes the fact that this project proposes
 homeownership, thereby further diversifying our affordable housing inventory. The Board
 also acknowledges and appreciates the developer's commitment to incorporating fossil fuel
 free infrastructure and energy efficiency standards into the development, as conveyed during
 our public hearing.
- The setbacks are too small particularly relative to the height, leaving little room for landscaping or open space. Virtually the entire site is devoted to a structure. The developer should provide for more open space.
- We are concerned that there are considerable discrepancies between the market and affordable units. Specifically, the two-bedroom market rate condominiums are 24% larger than the affordable condominiums; the difference between market and affordable three-bedrooms is less

dramatic, but still noteworthy at 7%. Furthermore, given the Board's interest in providing equitable living arrangements for all of the homeowners, the following excerpt from the PEL application is problematic:

The market units will likely have a walnut hardwood floor; the affordable units will have LVT Flooring. The market units may have a wolf or sub-zero appliance packages, whereas the affordable will likely have something more consistent with a GE profile appliance package. The market units will have quartz countertops whereas affordable units will have a different solid surface single color surface. The market unit bathrooms will likely be tiled whereas the affordable units may have more panels or shower installation kits.

The Select Board maintains that the affordable and market rate units should be substantially indistinguishable from each other and suggests that the proposed differences are inconsistent with the objectives of Chapter 40B. They definitely fail to meet the Town's standards as set forth in its Zoning By-law including: "Affordable units shall have the same finishes and appliances as the market rate units" [unless pre-approved by the Planning Director]....and, if applied to this project, "The affordable units shall contain square footage which is no less than...the average size of market rates units containing the same number of bedrooms..."

Further, based on prior 40B decisions, the Select Board believes that the Zoning Board of Appeals has consistently supported that the end users of affordable units not be treated differently than those of market rate units. The Select Board urges MassHousing to address these discrepancies prior to issuance of a Project Eligibility Letter.

The Select Board requests that the following additional comments be addressed in your evaluation of the PEL application:

- Usable open space, which is essentially non-existent, should be provided for the benefit of the residents. The open space could be used for trees and landscaping, which are climate mitigation measures.
- The Board defers to the Zoning Board of Appeals (ZBA), staff, and peer reviewers to insure that the site design accommodates safe vehicular, bicycle and pedestrian circulation.
- The Board is relying on our ZBA to insure that operational plans and site circulation relating to trash, recycling, moving and deliveries are designed to function smoothly, safely and with minimal impact on the neighborhood.
- Naturally, the Town will require that viable accommodations are made for handicap parking including access to the garage by vans and by people with mobility impairments.
- Owners of affordable units should have the same access to parking as the owners of market rate units; the cost of a parking should be capitalized into the sales price of the unit.
- The developer must work with the Fire, Building and Public Works Departments to ensure that all relevant codes including but not limited to fire apparatus access requirements are met.

The Select Board is confident that the Zoning Board of Appeals will require the developer to prepare a comprehensive Construction Management Plan in order to insure that the neighborhood is protected from the impacts of construction to the maximum extent possible.

We also suggest that if the applicant secures a PEL and applies for a Comprehensive Permit, the applicant should submit the following information prior to or as part of an application to the Town's ZBA:

- An actual or virtual 3D model of the proposed project accurately showing all abutting and nearby properties
- An atlas map with an overlay of the proposed site plan showing abutting buildings with setbacks of the proposed building from its property lines
- A comprehensive set of site sections through the building
- A noise study
- A comprehensive plan to insure that the site generates no runoff
- A comprehensive shadow study prepared for four distinct times during the day and at equinoxes and solstices from all perspectives
- A traffic and parking circulation study to show how site activities (deliveries, two-way traffic, etc.)
 will be integrated on the site as well as a parking demand study to identify potential impacts on the
 availability of existing on-street parking in the general area. It is recommended that the applicant
 meet with the Engineering and Transportation Division of DPW to discuss the scope of said
 studies prior to undertaking same.
- A Zoning Analysis
- A waiver list in tabular form

The Select Board appreciates the fact that the recently passed Housing Bill allows for subsidizing agencies to take into account municipal actions taken to meet affordable housing needs. The Board is therefore attaching a summary of the efforts taken by the Town of Brookline to expand our housing supply and preserve and increase the number, diversity and quality of affordable housing.

Thank you for your consideration.

Sincerely.

Bernard Greene, Chair Brookline Select Board

Attachments

Ch. 40B Technical Review Assistance Application Town of Brookline Attachment

PROJECT INFORMATION (5 Projects)

217 Kent Street

	217 Kent Street	108 Centre Street
Project Name	217 Kent Street	108 Centre Street
Principals	Sassan Zehlka represents owner	Rhonda Glyman, Exec. Director
		Hebrew Senior Life—Center Communities
		of Brookline
Consultants for Applicant	Sousa Design	Icon Architects
	Hancock Associates	Stantec (traffic and civil)
	Vanasse & Assoc.	Haley Aldrich Geotech
	Bob Allen Law	Bob Allen Law
Project Address	217 Kent Street	108 Centre Street
	Brookline, MA	Brookline, MA
Developer	Sassan Zehlka represents owner	Hebrew Senior Life—Center Communities
		of Brookline
Attorney	Jennifer Dopazo Gilbert	Jennifer Dopazo Gilbert
Engineer	Hancock Associates	Stantec
Architect	Sousa Design	Icon Architects
Number of Units Proposed		
Total	112	54
Affordable	28	54
Project type	Rental	Rental
Size of the site	28,846 sf	12,090 sf
Age-restricted?	No	Yes
Date Permit Application Filed	December 24, 2019	6/4/21
with ZBA		
First hearing date	April 28, 2021	7/12/21
First hearing date within 30	No, Developer granted 7 extensions to	No. Developer granted extension to ZBA.
days of application?	the ZBA.	
Day/Time ZBA meets?	Typically, Monday or Wednesday—	Typically, Monday or Wednesday—varies.
	varies. 7 pm	7 pm
Have hearings been held	Yes	Yes
already for this project?		
Dates?	4/29/21, 6/2/21, 7/7/21, 8/25/21	7/12/21, 8/30/21, 9/21/21
Source of the PEL?	MassHousing	DHCD
Date of PEL	12/23/19	6/3/21
(provide copy)	See attached	See attached
Did the municipality submit	Yes	Yes
comments to the Subsidizing		
Agency? (provide copy)	See attached	See attached

	217 Kent Street	108 Centre Street
What are the main municipal concerns with the project?	Fire safety access, development in flood zone, size of project, no sewer easement, no open space, limited access to light, basement units do not meet Building Code, no site circulation to accommodate fire, trash	Caretaker parking, no usable open space, shadow impacts, limited setbacks, curb control issues.
Does the municipal staff or ZBA members have prior experience reviewing comprehensive permits? If yes, how much?	Yes. Extensive.	Yes. Extensive
Does the municipality have an HPP?	Yes	Yes
Plan approved by DHDC? Certified?	Yes Certified twice; certifications have lapsed	Yes Certified twice; certifications have lapsed
Has the municipality adopted Comprehensive Permit review rules?	Yes	Yes
If yes, provide copy	See attached	See attached
Who is the counsel for ZBA on this project?	Jonathan Simpson, Associate Town Counsel	Town Counsel's Office

83 Longwood Avenue

	83 Longwood Avenue
Project Name	83 Longwood Avenue, LLC
Principals	Daniel Danesh
	David Danesh
Consultants	Steve Schwartz, Esqattorney
	Vanasse & Associates -traffic
Project Address	83 Longwood Avenue
Developer	Allied Capital Partners
	The Danesh Group
Attorney	Jennifer Dopazo Gilbert
Engineer	McPhail Associates
Architect	Peter Bartash
Number of Units Proposed	64
Total	
Affordable	13
Project type	Rental
Size of the site	18,375
Age-restricted?	No
Date Permit Filed with ZBA	3/9/21
Date Permit Application Filed	3/9/21
with ZBA	
First hearing date	5/11/21

	83 Longwood Avenue
First hearing date within 30 days of application?	No. Developer granted extension to ZBA.
	Varies 7 nm
Day/Time ZBA meets?	Varies. 7 pm
Have hearings been held	Yes. 5/11/21, 6/15/21, 7/20/21,
already for this project?	
Dates?	
What is the source of the PEL?	MassHousing
Date of PEL	3/8/21
(provide copy)	Attached
Did the municipality submit	Yes
comments to the Subsidizing	
Agency? (provide copy)	Attached
What are the main municipal	Setbacks, height, design, loading area,
concerns with the project?	parking
Does the municipal staff or	Yes. Extensive.
ZBA members have prior	
experience reviewing	
comprehensive permits? If	
yes, how much?	
Does the municipality have an	Yes
HPP?	
Plan approved by DHDC?	Yes
Certified?	Certified twice; certifications have lapsed
Has the municipality adopted	Yes
Comprehensive Permit review	
rules?	
If yes, provide copy.	Attached
Who is the counsel for ZBA on	Jonathan Simpson, Associate Town
this project?	Counsel

32 Marion Street and 45 Bartlett Crescent

Project Name	32 Marion Street	45 Bartlett Crescent
Principals	Brookline Housing Authority	Eli Schwartz
Consultants	Davis Square Architects, RBLA Design LLC, Devellis Zrein Inc., Vanasse & Associates Inc., Wellesley Design Consultants, Souza True & Associates, BLW Engineers, CLEAResult, C3 Commercial Construction Consulting, Inc., Nina Schwarzschild, Law Office of Robert L. Allen, Jr. LLP, Nolan Sheehan Patten	Monoika Kraemer—Architect Geoff Engler—40B and Development Sara M. Bradford—Landscape Architect Jonathan Gold—attorney Robert Michaud—Traffic Peter M. Blaidsdell—Civil Engineer Mark M. Zambernardi—Geo-technical
Project Address	32 Marion Street Brookline MA,	45 Bartlett Crescent Brookline, MA

	32 Marion Street	45 Bartlett Crescent
Developer	Brookline Housing Authority	Eli Schwartz
•		686 Lewis Hill, LLC
Attorney	Jennifer Dopazo Gilbert	Jonathan Gold
Engineer	Imad Zrein	Peter M. Blaidsdell
Number of Units Proposed	115	24
Total		
Affordable	115	6
Project type	Rental	Homeownership
Size of the site	52,096 sf	15,280 sf
Age-restricted?	Yes	No
Date Permit Application Filed	3/17/21	7/8/21
with ZBA		
First hearing date	4/20/21	9/30/21
First hearing date within 30	No. Applicant granted extension to ZBA.	No. Parties entered into agreement.
days of application?		
Day/Time ZBA meets?	Day is variable. Time is 7pm	Day is variable. Time is 7pm
Have hearings been held	Yes: 4/20/21, 6/8/21, 6/29/21, 7/13/21,	No
already for this project?	8/16/21, 9/14/21, 9/22/21	
Dates?		
What is the source of the PEL?	DHCD	MassHousing
Date of PEL	3/11/21See attached	7/8/21
(provide copy)		See attached
Did the municipality submit	Yes	Yes
comments to the Subsidizing		
Agency? (provide copy)	See attached	See attached
What are the main municipal	Parking/on-site circulation and	Circulation, open space, setbacks, access
concerns with the project?	pedestrian accommodations	to and egress from the site
Does the municipal staff or	Yes. Extensive	Yes. Moderate
ZBA members have prior		
experience reviewing		
comprehensive permits? If		
yes, how much?		
Does the municipality have an HPP?	Yes	Yes
Plan approved by DHDC?	Yes	Yes
Certified?	Certified twice; certifications have	Certified twice; certifications have lapsed
	lapsed	i i
Has the municipality adopted	Yes	Yes
Comprehensive Permit review		
rules?		
If yes, provide copy	See attached	See attached
Who is the counsel for ZBA on	Jonathan Simpson, Associate Town	Town Counsel's Office
this project?	Counsel	



TOWN of BROOKLINE

Massachusetts

BUILDING DEPARTMENT

Daniel Bennett Building Commissioner

TO: Selectboard/ School Committee

FROM: Ray Masak, PE Project Manager

SUBJECT: High School Expansion Project – Construction Management @ Risk (CM@R)

Skanska Change Order – Guaranteed Maximum Price (GMP) CO No.15/PCCO No.22

DATE: September 20, 2021

On the Calendar this week, the Building Department has submitted a request for Change Order approval for the construction management firm Skanska to perform the following services:

PCCO No. 22 - \$0; 43 Misc. Changes

The HS expansion project was awarded to the contractor Skanska that was based on their qualifications. This package represents a change to the project. Refer to the Hill memo dated September 9, 2021 for further explanation of the 43 items listed in this CO.

The Building Department is available to answer any questions you may have. Thank you for your consideration.

3.H.

TOWN OF BROOKLINE
333 Washington Street, Brookline, Massachusetts 02445

PURCHASE ORDER CHANGE FORM

		INVOIC	E DATE;	10-Sep-21			0.1.0.1.0.1.
		ro:	Skanska US 101 Seaport Boston MA	A Building Inc Boulevard, Suite 02210	200		Purchase Order Number 21911639 Vendor Number 55399
	149,247,367.00		FUND	ORGANIZATION	ACTIVITY	OBJECT	PAYMENT AMOUNT
-2017				2594C204		6C0002	\$0.00
FOR:	Brookline High So	chool Expansion	on.				
	Amendment	Date					AMOUNT
	GMP-CO #15	9/3/2021	PCCO No. 0 signed by Si	022 - Misc Chang kanska/William R	es (42 items) As awn Associates	per attached AIA Document	\$0.00
	BUILDING COMM	MISSION			SELECT BOA	RD	
	APPROVAL OF:				APPROVAL OF:		
	Janet Fierman, Cl	nairman			Heather Hami	Iton, Chairman	
	George Cole				Raul Fernand	ez	
	Kenneth Kaplan				Bernard Gree	ne	
	Karen Breslawski				John VanScoy	/ос	
	Nathan E. Peck				Miriam Aschke	enasy	
			SCHOOL CO	OMMITTEE			
				Mary Ellen Normen, Assis	stant Superintendent Fo	Administration and Finance	
			-				



Hill International, Inc. 75 Second Avenue, Suite 300 Needham, MA 02494 Tel: 617-778-0900 www.hillintl.com

September 9, 2021

Mr. Ray Masak, P.E. Project Manager Town of Brookline Building Department 333 Washington Street Brookline, MA 02445

RE: Recommendation to approve Skanska Change Order 015/PCCO 022

Dear Mr. Masak:

Under separate cover, Skanska USA Building Inc. is submitting original copies of Change Order 015/PCCO 022 for the Expansion of Brookline High School Project for acceptance by the Town of Brookline (ToB). It includes (43) separate Authorization Requests (AR's). Hill and WRA have previously reviewed, negotiated where applicable, and agree that all items listed in this Change Order are fair, reasonable for the described scope of work, and are compensable adjustments to the GMP. All of the changes this month are being funded from source(s) within the GMP, including \$86,386.00 what could have been external changes. The total is net \$0 increase to the GMP.

An itemized summary is following:

AR#	CE#	Description	Current Amount	Reason Code
100.007	11	Site cleaning and Grading	\$0.00	GMP Contingency
200.196	200.1234	CYPRESS - Field Bulletin 125 - White Box Stainless Steel Base	\$0.00	GMP Allowance
200.223	200.1287	Cypress - Field Bulletin 101.1 - White Box Tile West Corner	\$0.00	GMP Exposure Hold
200.232	200.1385	CYPRESS - Field Bulletin 168 - RFI 505 - Stair 2 Light Fixtures	\$0.00	GMP Exposure Hold
200.234	200.1336	CYPRESS - Field Bulletin 138 - Additional Telecom Riser Conduit	\$0.00	GMP Exposure Hold
200.242	200.1419	CYPRESS - OA Use - F&I Irrigation System	\$0.00	GMP Allowance
200.243	200.1338	CYPRESS - Electrical RFI Values	\$0.00	GMP Exposure Hold

200.244	200.1359	CYPRESS - RFI 446 - Small Bathroom Hand Dryer Deletion in C-117 C-308 C-408	\$0.00	GMP Exposure Hold
200.245	200.1374	CYPRESS - Field Bulletin 172 - Interior Shade Deletion	\$0.00	GMP Exposure Hold
200.249	200.1430	CYPRESS - Field Bulletin 156 - Underlayment Removal at Physics Classrooms	\$0.00	GMP Exposure Hold
200.250	200.1368	Schedule Compression from May 2021 to April 2021	\$0.00	GMP Contingency
200.251	200.1407	CYPRESS - RFI 284R1 - Sump Pump 3 Requirements	\$0.00	GMP Exposure Hold
200.252	200.1352	CYPRESS - RFI 467 2nd Floor Display Case Light Fixture	\$0.00	GMP Exposure Hold
200.254	200.1443	CYPRESS - North Stainless Railing Upsize Bottom Bar at Cap Rail Bottom Bar	\$0.00	GMP Allowance
200.259	200.1446	CYPRESS - RFI 606 Soffit at Alcove C106B for Damper	\$0.00	GMP Allowance
200.261	200.1393	CYPRESS - Main Circuit Breaker Test	\$0.00	GMP Exposure Hold
200.262	200.1381	CYPRESS - Field Bulletin 173 - Physics C- 301 & C-401 Projector Locations	\$0.00	GMP Exposure Hold
200.263	200.1429	CYPRESS - Field Bulletin 187 - RFI-591 - Fire Alarm Strobe in C-030 T-Staff	\$0.00	GMP Exposure Hold
200.264	200.1435	CYPRESS - Field Bulletin 191 - Electric Cooktop in Kitchenette	\$0.00	GMP Exposure Hold
200.265	200.1553	CYPRESS - RFI 608 Magnetic Door Holder	\$0.00	GMP Exposure Hold
200.266	200.1458	CYPRESS - Relocate Quad Receptacle and Telecom Box	\$0.00	GMP Exposure Hold
200.267	200.1459	CYPRESS - RFI 409 Occupancy Sensors	\$0.00	GMP Exposure Hold
200.268	200.1460	CYPRESS - RFI 530 - C-418 Telephone Response	\$0.00	GMP Exposure Hold
200.270	200.1448	CYPRESS - Add GWB Layer to E-line wall at Garden Level Kitchen	\$0.00	GMP Contingency
200.272	200.1562	CYPRESS - Demo and Reconstruct Loading Dock East Wall	\$0.00	GMP Contingency
200.273	200.1557	CYPRESS - Berlin remove picket rail at Stair intermediate landings where continues past window (2) locations	\$0.00	GMP Exposure Hold
300.223	300.1254	STEM - FB 0140: Landscape Paving & Trash	\$0.00	GMP Exposure Hold
300.228	300.1323	STEM - RFI 592R1: Duct-Ceiling Conflict Level 1 Corridor	\$0.00	GMP Exposure Hold

300.232	300.1355	STEM - FB 0154, 0154.1: Elevator 1 & 3 Added Waterproofing	\$0.00	GMP Exposure Hold
300.234	300.1330	STEM - FB 0151.1: L1 Metal Ceiling Devices Locations	\$0.00	GMP Exposure Hold
300.235	300.1337	STEM - RFI 625: OS&Y Valve at Fire Service Entrance	\$0.00	GMP Exposure Hold
300.236	300.1345	STEM - RFI 628: Existing Utility Tunnel Outlets	\$0.00	GMP Exposure Hold
300.237	300.1332	STEM - RFI 610R1: Kitchen Hood Supply Air Connections	\$0.00	GMP Exposure Hold
300.238	300.1344	STEM - Pre-Cleaning for Mechanical Unit Start Up	\$0.00	GMP Exposure Hold
300.239	300.1346	STEM - RFI 629: Lighting Control-Fire Alarm Interface	\$0.00	GMP Exposure Hold
300.240	300.1351	STEM - RFI 612: Power Supply for East Vestibule Doors	\$0.00	GMP Exposure Hold
300.241	300.1356	STEM - RFI 642: Tempering Valves at Lavatory's	\$0.00	GMP Exposure Hold
300.243	300.1359	STEM - RFI 634: Manual Reset Switch for Gas Valve	\$0.00	GMP Exposure Hold
300.244	300.1336	STEM - RFI 641: Existing Magnetic Door Holders	\$0.00	GMP Contingency
300.245	300.1327	STEM - RFI 607: Elevator Machine Room Requirements for Inspector	\$0.00	No Cost change
300.246	300.1295	STEM - RFI 561: Window Shades in 106, 210G, & 310G	\$0.00	No Cost change
300.247	300.1391	STEM - Misc Electrical RFI Changes	\$0.00	GMP Exposure Hold
300.248	300.1361	STEM: Replace VRF Controller	\$0.00	GMP Contingency

Based on the above, Hill recommends to ToB approval of Change Order 015/PCCO #22 to the GMP.

Very truly yours,

Andy Felix, MCPPO Project Director

AIA Document G701™ - 2017

Change Order

PROJECT: (Name and address)
Expansion of Brookline High School,

(Project A and Project B)

Brookline, MA 02445

OWNER: (Name and address)
Town of Brookline, Massachusetts, by
and through the Board of Selectmen of
Brookline

333 Washington Street, Brookline, MA 02445

CONTRACT INFORMATION:

Contract For: Construction

Date: July 24, 2018

ARCHITECT: (Name and address)
William Rawn Associates Architects
Inc.

10 Post Office Square, Suite 1010, Boston, Massachusetts 02109 Change Order Number: 015

Date: September 3rd, 2021

CHANGE ORDER INFORMATION:

CONTRACTOR: (Name and address) Skanska USA Building Inc.

101 Seaport Boulevard, Suite 200, Boston, MA 02210

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreedupon adjustments attributable to executed Construction Change Directives.)

PCCO No. 022: \$0

Neither the adjustments to the Contract Price nor the Contract Time upon which this PCCO is based contemplates any project delays, suspensions, disruptions, cost escalations or other impacts caused, directly or indirectly, by the Pandemic (as defined in the GMP), as such cost adjustment to the Contract Sum and GMP shall be reconciled in accordance with the Owner Pandemic Allowance. Skanska further reserves all rights to request adjustment of the Contract Time as a result of the Pandemic Standards and in connection with this PCCO. Skanska will make every reasonable effort to provide the required documentation and notice in accordance with this Contract, however, Skanska may not be able to meet the contractual deadlines due to circumstances outside of Skanska's control.

The original Contract Sum was
The net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be November 15, 2021

\$ \(\frac{476,928}{148,761,016} \)
\$ \(\frac{149,237,944}{149,237,944} \)
\$ \(\frac{0}{149,237,944} \)

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

3.H.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

William Rawn Associates Architects Inc.	Skanska USA Building Inc.	Town of Brookline
ARCHITECT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
SIGNATURE	SIGNATURE Craft, Jim Det: Controll, Jim Det: Cont	SIGNATURE
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
DATE	DATE	DATE

APPROVAL OF OWNER: TOWN OF BROOKLINE	# # # # # # # # # # # # # # # # # # #
Building Commission	Selectboard
Janet Fierman, Chairman	Bernard W. Greene, Chair
George Cole, Member	Benjamin J. Franco, Member
Kenneth Kaplan, Member	Nancy S. Heller, Member
Kanan Danaharahi Manahara	1 Unable of Unab
Karen Breslawski, Member	Heather Hamilton, Member
Nathan E. Peck, Member	Raul Fernandez, Member
A	radi remandez, member
School Committee	×
Helen Charlupski, Member	Julie Schreiner-Oldham, Chair
**************************************	cane same saman, enan
Suzanne Federspiel, Member	Susan Wolf Ditkoff, Member
Suzume rederspiel, Weimber	Susan won bitton, wember
	Michael Clause Marshag
Jennifer Monopoli, Member	Michael Glover, Member
Barbara Scotto, Member	David Pearlman, Member
	Sharon Abramowitz, Member
Confirmation of Availability of Funds:	
Town Comptroller	

SKANSKA

Date: 9/6/2021

Prime Contract Change Order Number 022

Brookline High School

Project # 1318014

Skanska USA Building Inc.

To Contractor:

Skanska USA Building Inc.

The Contract is hereby revised by the following items:

GMP CO 015: Approved Authorization Requests

AR	CE	Description			Amount
100.007	011	Site Cleanup and Grading	\$		0.00
200.196	200.1234-	CYPRESS - Field Bulletin 125 - White Box Stainless Steel Base	\$		0.00
200.223	200.1287-	CYPRESS - Field Bulletin 101.1 - White Box Tile West Corner	\$		0.00
300.223	300.1254-	STEM - FB 0140: Landscape Paving & Trash	\$		0.00
200.234	200.1336	CYPRESS - Field Bulletin 138 - Additional Telecom Riser Conduit	\$		0.00
200.243	200.1338 -	CYPRESS - Electrical RFI 427/452	\$		0.00
200.252	200.1352 -	CYPRESS - RFI 467 2nd Floor Display Case Light Fixture	\$		0.00
300.246	300.1295-	STEM - RFI 561, 593 & 602: Shade Changes and CW17B & 18 Back Pan Paint	\$		0.00
200.244	200.1359 -	CYPRESS - Field Bulletin 159 Hand Dryer Deletion in C-117 C-308 C-408	\$		0.00
200.250	200.1368 -	CYPRESS - Schedule Compression - 5/1/2021 thru 5/31/2021	\$		0.00
200.245	200.1374 -	CYPRESS - Field Bulletin 172 - Interior Shade Deletion	\$		0.00
200.262	200.1381 -	CYPRESS - Field Bulletin 173 - Physics C-301 & C-401 Projector Locations	\$		0.00
300.228	300.1323 -	STEM - RFI 592R1: Duct-Ceiling Conflict Level 1 Corridor	\$		0.00
200.232	200.1385 -	CYPRESS - Field Bulletin 168 - RFI 505 - Stair 2 Light Fixtures	\$		0.00
300.245	300.1327 -	STEM - RFI 607: Elevator Machine Room Requirements for Inspector	\$		0.00
300.234	300.1330 -	STEM - FB 0151.1, 0151.1R1, 0151.2: L1 Metal Ceiling Devices Locations	\$		0.00
200.261	200.1393 -	CYPRESS - Main Circuit Breaker Test	\$		0.00
300.237	300.1332	STEM - RFI 610R1: Kitchen Hood Supply Air Connections	\$		0.00
300.235	300.1337	STEM - RFI 625: OS&Y Valve at Fire Service Entrance	\$		0.00
200,251	200.1407 -	CYPRESS - RFI 284R1 - Sump Pump 3 Requirements	\$		0.00
300.238	300.1344 -	STEM - Pre-Cleaning for Mechanical Unit Start Up	\$		0.00
300,236	300.1345	STEM - RFI 628: Existing Utility Tunnel Outlets	\$		0.00
300,239	300.1346 -	STEM - RFI 629: Lighting Control-Fire Alarm Interface	\$		0.00
200.242	200.1419 -	CYPRESS - OA Use - F&I Irrigation System	\$		0.00
300,240	300.1351	STEM - RFI 612: Power Supply for East Vestibule Doors	\$		0.00
200,263	200.1429	CYPRESS - Field Bulletin 187 - RFI-591 – Fire Alarm Strobe in C-030 T-Staff	\$		0.00
200.249	200.1430	CYPRESS - Field Bulletin 156 - Underlayment Removal at Physics Classrooms	\$		0.00
200,264	200.1435 -	CYPRESS - Field Bulletin 191 - Electric Cooktop in Kitchenette	\$		0.00
300.232	300.1355 -	STEM - FB 0154, 0154.1: Elevator 1 & 3 Added Waterproofing	\$		0.00
300.241	300.1356	STEM - RFI 642: Tempering Valves at Lavatory's	\$		0.00
200.254	200.1443	CYPRESS - North Stainless Railing Upsize Bottom Bar at Cap Rail	\$		0.00
200,259	200.1446	CYPRESS - RFI 606 Soffit at Alcove C106B for Damper	\$		0.00
200.270	200.1448 -	CYPRESS - Add GWB Layer to E-line wall at Garden Level Kitchen	\$		0.00
300.243	300.1359	STEM - RFI 634: Manual Reset Switch for Gas Valve	\$		0.00
200.265	200.1553	CYPRESS - RFI 608 Magnetic Door Holder	\$		0.00
200.266	200.1458 -	CYPRESS - Relocate Quad Receptacle and Telecom Box	\$		0.00
200.267	200.1459	CYPRESS - RFI 409 Occupancy Sensors	\$		
200.268	200.1460 -	CYPRESS - RFI 530 - C-418 Telephone Response	\$		0.00
300.248	300.1361	STEM - Replace VRF Controller	\$		
300.248	300.1366	STEM - RFI 641: Existing Magnetic Door Holders	\$		0.00
200.272	200.1562	CYPRESS - Demo and Reconstruct Loading Dock East Wall	\$		0.00
200.272	200.1577	CYPRESS - RFI 650 Schluter at IG-5 in Stair 2			0.00
300.247	300.1391	STEM - Misc Electrical RFI Changes	\$ \$		0.00
300.247	500.1591	5 1 EW - Wise Electrical ICT Changes		•	0.00
		B	Total	\$	0,00

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TOWN of BROOKLINE

Massachusetts

BUILDING DEPARTMENT

Daniel Bennett Building Commissioner

TO: Selectboard/ School Committee

FROM: Ray Masak, PE Project Manager

SUBJECT: High School Expansion Project - Deferred Maintenance

NB Kenney Change Order No. 3 (FY 21)

DATE: September 20, 2021

On the Calendar this week, the Building Department has submitted a request for Change Order (CO) for \$18, 185. This CO is to replace the A/C unit in room 126 as outlined in the attached Hill memo dated August 5, 2021.

The subject project was approved as part of the High School Project and was designed by Willian Rawn Associates. The contract is underway and is expected to be completed by the end of November 2021.

The Building Department is available to answer any questions you may have. Thank you for your consideration.

3.H.

TOWN OF BROOKLINE

PURCHASE ORDER CHANGE FORM

	TO:	N B Kenney Company, Inc 68 Barnum Road				Purchase Order Number 21201437
		Devens MA 01434				Vendor Number 59874
	000.00	FUND	ORGANIZATION	АСТІУПУ	OBJECT	PAYMENT AMOUNT
Е 3,300,	455.61		2594C204		6C0002	\$18,185.00
Tappan G	Gym - Deferred Mainten	ance				
Change 3	Order # Date 8/24/2021	Replace A/C Unit in Room 22	6			AMOUNT \$18,185.00
	0/24/2021	Replace 700 onk in Noon 22				\$10,100.00
APPROVAL O	G COMMISSION			SELECT BOARD APPROVAL OF:		
ATROVAL O				WITHOUT STREET		
Janet Fie	rman, Chairman			Heather Hamilton, Chair	man	'Eller in the second
George C	Cole			Raul Fernandez		
Kenneth I	Kaplan			Bernard Greene		
Karen Bre	eslawski			John VanScoyoc		-
Nathan E	. Peck			Miriam Aschkenasy		
		SCHOOL COMMITTEE				
		APPROVAL OF:	fary Ellen Normen, Assista	ant Superintendent For Administration	and Finance	
		-				4
		3				



Hill International, Inc.
75 Second Avenue, Suite 300
Needham, MA 02494
Tel: 617-778-0900
Fax: 617-778-0999
www.hillintl.com

September 7, 2021

Mr. Ray Masak, P.E. Project Manager Town of Brookline Building Department 333 Washington Street Brookline, MA 02445

RE: Recommendation to approve NB Kenney Change Order 003

Dear Mr. Masak:

NB Kenney is submitting original copies of Change Order 003 for the Brookline High School Deferred Maintenance Project for acceptance by the Town of Brookline (ToB). Hill and WRA have previously reviewed, negotiated where applicable, and agree that all items listed in this Change Order are fair, reasonable for the described scope of work, and are compensable adjustments to the Lump Sum Contract. This change order is an additional cost funded from Owner' Hard Cost Contingency total \$18,185.00.

The PCO is categorized as follows:

• (1) PCO results from owner request for one additional heat pump at room 126.

An itemized summary is following:

PCO#	Description	Current Amount	Reason
4	Add one Heat Pump in Room 126 as outlined in Bulletin # 4	\$18,185.00	Owner Request

Based on the above, Hill recommends to ToB approval of Change Order 003 to NB Kenney lump sum contract.

Very truly yours,

Andy Vo, PMP, CCM, LEED AP, MCPPO

Sr. Project Manager



Change Order

PROJECT: (name and address)

Brookline High School 115 Greenough Street Brookline, MA 02445

OWNER: (name and address)

Town of Brookline - Represented by The Brookline Building Commission

333 Washington Street Brookline, MA 02445

CONTRACT INFORMATION:

Contract For: Deferred Maintenance Expansion Project

ARCHITECT: (name and address)

William Rawn Associates, Architects, Inc.

10 Post Office Square Boston, MA 02109

CHANGE ORDER INFORMATION:

Change Order Number: 03 August 23, 2021

CONTRACTOR: (name and address)

N.B. Kenney Company, Inc. 68 Barnum Road Devens, MA 01434

The Contract is changed as follows:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Costs associated with adding an additional Heat Pump in Room 126 as outlined in Bulletin # 4

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 3,075,000.00
The net change by previously authorized Change Orders	\$ 225,455.61
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 3,300,455.61
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ 18,185.00
The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be	\$ 3,318.640.61
The Contract Time will be (increased) (decreased) (unchanged) by	(0) days.
The new date of Substantial Completion will be	Remains Unchanged

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

WRA Architects, Inc	N.B. Kenney Company, Inc.	Town of Brookline
ARCHITEGT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
My M	Robert W. Dejadon	
SIGNATURE	SIGNATURE	SIGNATURE
Chris Aubin - Project Architect	Robert W. Dejadon - Vice President	Raymond D. Masak - Project Manager
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
2021-08-24	8/23/2021	
DATE	DATE	DATE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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Change Order Proposal Cost Summary

Job Number: 020-025		Job Name:	Brooklin	e High Scho	ol - Deferred M	laintenance
Proposed Change Order Request No					ols - Project # 7	
Description of Change:			ulletin # 4	- To replace	e the existing u	nit in room 226
Exclusions:			LARC	OR COSTS		MATERIALS & EXPENSES
Labor - DESCRIPTION OF COSTS		HOURS	11. 10.10 T. F.	BURDEN	TOTAL	& LAFLINGLS
Engineering		4	\$83.63	THE STALL ST	\$428.15	
Pipefitter - Journeymen	regular rate	38	\$83.63		\$4,067.45	
Pipefitter - Foreman	regular rate	4	\$89.92		\$460.35	
Pipefitter - Supervisor	regular rate	2	\$92.28		\$236.22	
Pipefitter - Journeymen	CREDIT	-7	\$83.63		-\$749.27	
Pipefitter - Foreman	CREDIT	-2	\$89.92		-\$230.18	
	CKEDII	-2	\$09.92	\$23.17	0.00	
Pipefitter - Supervisor						
Pipefitter - Journeymen					0.00	
Pipefitter - Foreman					0.00	
Pipefitter - Supervisor					0.00	
Trucking					0.00	
(42)		LABOR	TOTAL:	L	\$4,212.73	\$ -
					e e	
Consumables					1.5%	0.00
Material Costs				etailed Spr		1,352.94
Equipment Costs		See a	attached D	etailed Spr		6,851.00
Miscellaneous Costs				Trucking 8	& Delivery:	275.00
	MATERIAL	& EQUIPN	IENT SUE	BTOTAL:		8,478.94
*	Sales Tax	6.25%	(if applic	able)		0.00
				LA	BOR TOTAL:	4,212.73
		ě		TOTA	L RAW COST:	12,691.67
Subcontractors' Costs (See attached	d detailed breakdown)			Vi	king Controls:	965.00
Capconitacions Costs (Occ attached	detailed breakdown)				thers Electric:	1,731.00
T(u					ing Insulation:	425.00
			Sub	contractor		3,121.00
SUMMARY			Jub	Contractor	oub-i otai	3,121.00
SUMMART	N.D. I	' Di-				40 004 07
		enney Direct		200	450/	12,691.67
×	NBK Overhead & Profit				15%	1,903.75
A 10 10 10 10 10 10 10 10 10 10 10 10 10		tractor Dire		21 50	4007	3,121.00
	actor Overhead & Profi				10%	312.10 156.05
NBK Overhead & Profit on Subcontractors @ 5% Round off to nearest dollar						
Bond Costs: A Separate invoice will be su	bmitted at the completation	on of the pro	ject.		1.5%	272.77
	3					
	a	T	OTAL PR	CE FOR TH	IIS CHANGE:	\$18,185.00
This PCO labor is based on:			NO		Overtime	
Schedule Impact due to Change is:	0 Work Days					

This proposal is based on current market costs and conditions.

If the approval of this change is delayed to a point where changes occur in our costs and/or conditions, we reserve the right to cancel or modify this change order accordingly.

Submitted By: Robert W. Dejadon

Signature: Robert W. Dejadon

Date: 08/19/21

8/23/2021



			Add New Unit to Room 126					
Quantity	Unit	Size	Description	Unit Price	ice	Price	Labor Unit	Total Labor
140	Feet	1/8"	Insulated Suction Line Set	\$	5.59 \$	782.60	0.0830	11.62
140	Each	3/8"	pre-charged liquid line	\$	3.40 \$	476.00	0.0680	9.52
9	Each	1/8"	OD Wrot Copper 90 Degree Long Turn Ell	9	6.12 \$	36.72	0.9650	5.79
9	Each	3/8"	OD Wrot Copper 90 Degree Long Turn Ell	\$	5.21 \$	31.26	0.6800	4.08
9	Each	2"	Suction Line Hangers	\$ 12	12.65 \$	75.90	0.5000	3.00
9	Each	3/8"	Liquid line Hangers	6	9.84 \$	59.04	0.5000	3.00
1	Each	N/A	Evacuate, charge & start System	\$ 315.00	\$ 00.	315.00	8.0000	8.00
6			Subtotal of Add:		\$	1,776.52		45.01
			Credit for Original Work Owned					
30	Feet	1/8"	OD ACR Hard Copper Tubing - Nitrogen Charged	2 (7	(7.39)	(221.70)	-0.0830	-2.49
. 30	Each	3/8"	OD ACR Hard Copper Tubing - Nitrogen Charged	\$ (5	(5.23)	(156.90)	-0.0680	-2.04
2	Each	2"	Suction Line Hangers	\$ (12	12.65) \$	(25.30)	-0.5000	-1.00
2	Each	3/8"	Liquid line Hangers		(8.84)	(19.68)	-0.5000	-1.00
			Subtotal of Credits		₩.	(423.58)		-6.53
			F		+		ğ	
		a .	Net Total of adds and credits:		∆	1,352.94		38.48
		,						
								7
		¥						
					-			

Brookline High School NBK Material NBK PCO # 4 - Bulletin # 4

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Proposal

(Valid for 30 days from Proposal date)

PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc. dba Trane DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED

© 2021 Trane Technologies All rights reserved

Prepared For: Bob Dejadon

Date: August 16, 2021

Proposal Number: A1-174532-1

Job Name:

Brookline HS Expansion Project F: Deferred Maint

Delivery Terms:

Payment Terms:

Freight Allowed and Prepaid - F.O.B. Factory

Net 30 Days

Trane U.S. Inc. dba Trane is pleased to provide the following proposal for your review and approval.

Tag Data - Trane - Mitsubishi Ductless Split (P Series) (Qtv: 1)

Item	Tag(s)	Qty	Description
A1	No Tag	1	Trane - Mitsubishi Ductless Split (P Ser

Product Data - Trane - Mitsubishi Ductless Split (P Series)

Item: A1 Qty: 1

Standard Ship Cycle

TRUZA0361KA70NA Heat Pump

TPKA0A0361KA70A Wall Mounted

1 SS610E Drain Pan Level Sensor/Control

1 SI30-230 Condensate Pump

1 TAR-40MAAU

1 HG-A5 Hail Guard

1 QSMS2401M 24" Single Fan Stand

WB-PA4

Corrosion protection salt water coating, if required, is not included.

Tax Status	: Taxable Exempt	□ X I	IF EXEMPT PLEASE SUBMIT COMPLETED TAX EXEMPTION CERTIFICATE WITH YOUR SIGNED PROPOSAL OR WITH YOUR PURCHASING DOCUMENTS, KEEP YOUR ORIGINAL ON FILE IN THE OFFICE. YOU WILL BE CHARGED TAX IF A VALID EXEMPTION
			CERTIFICATE IS NOT ON FILE BEFORE EQUIPMENT, PARTS OR SERVICES ARE PROVIDED. SEE WWW.TAXSITES.COM/STATE-LINKS.HTML FOR TAX FORMS.

This proposal and pricing are based on shipment of all products (not including field labor) by no later than 3rd quarter of 2021 year.

COVID-19 NATIONAL EMERGENCY CLAUSE

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

- 1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
- Each party will abide by any federal, state (US), provincial (Canada) or local orders, directives, or advisories
 regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and
 each shall have the sole discretion in determining the appropriate and responsible actions such party shall
 undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
- 3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
- 4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.

This proposal is subject to your acceptance of the attached Trane terms and conditions (Equipment).

	A.
CUSTOMER ACCEPTANCE	TRANE ACCEPTANCE
g 2 8	Trane U.S. Inc. dba Trane
	9 1 3
Authorized Representative	Submitted By: David Martin
181	Cell:
	Office: (978) 737-3900
Printed Name	.00
Title	Authorized Representative
x x	
Purchase Order	
	Title
q	9 (4)
Acceptance Date	
	Signature Date

VIKING INDUSTRIES, INC.

Commercial - Industrial Insulation

P. O. Box 32

BARRINGTON, RHODE ISLAND 02806

(401) 246-1855 (401) 246-1366 FAX

Proposal submitted to: N.B. Kenne	ey Company, Inc.	Phone	Date 8/12/2021			
Street		Job Name Brooklin	Job Name Brookline High School - Bulletin # 4			
City, State And Zip Code	ner en					
Attention: Estimating	Date of Plans		Job Phone			

We are pleased to submit a price for the costs associated with the changes made by Bulletin quantities are based on information received from NBK.

Quanity	Unit	Size	Description	Cost		Total
140	Feet	7/8"x1/2"	Armaflex Insulation	\$ 2.40	\$	336.00
-30	Feet	7/8"x1/2"	Armaflex Insulation	\$ 2.40	\$	(72.00)
1	Hours	Each	Insulator Foreman	\$ 105.99	\$	105.99
8	Hours	Each	Insulator	\$ 95.34	\$	762.72
0	Hours	Each	Insulator Foreman	\$ 105.99	\$	
-3	Hours	Each	Insulator	\$ 95.34	\$	(286.02)
			Net Material Total after Credit Net Labor Total after Credit: Overhead & Profit @ 10%		\$ \$	264.00 582.69 84.67
			Net Total of This Proposed Change:	Mark Markey Co.	\$	931.36 0 \$425.00 per

NOTE: This quote is based on material pricing at time of quote ar information please call. Thank You. We propose here by to furnish material and labor - complete in accordance with abo *****Nine Hundred & Thirty	ove specifications, for the sum of
	y Office
Payment to be made as follows: THIRTY DAYS AFTER	R BILLING DATE
All Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practicas. Any alteration of deviation from above specifica- ions involving extra costs will be executed only upon written orders, and will become an extra charge over and above the esumate. All agreements contingent upon strikes, accidents	Viking Industries, Inc.
or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.	Douglas N. Carlson, CEO
We do not guarantee against mold growing. Note: This pro	oposal may be withdrawn by us if not accepted with Seven (7) Days
Bid subject to reasonable terms and conditions pursuant to a written contract between the parties. If this quote is used by a Contractor or Subcontractor as part of their quote to win a job, Viking Industries within <u>One Working Day</u> so Viking can have time to review the quote and Approve or Withdraw it.	s Inc. must be <u>Notified in writing</u> of the award
Acceptance of Proposal -The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized	Signature
to do work as specified. Payment will be made as outlined above	Signature
Date of Acceptance:	



BROTHERS ELECTRICAL CORPORATION

August 11, 2021

RE: Brookline High School - Deferred Maintenance - Bulletin # 4

Mr. Dejadon,

Pursuant to your request the price to disconnect the existing unit in Room 126 and the the associated condenser and then connect the new ACC-5 and HP-5 in the same location is \$1,731.00, this includes our 0&P at 10% as allowed.

Please contact me with any questions.

Thank You,

Joseph P Bavaro

Senior Estimator, PM, EE.

18 Graf Rd, Unit # 31, Newburyport, MA 01950 Tel: 978-462-1111 Fax: 978-462-1225

3.H.

From: Karl Maseng < Karl. Maseng@vikingcontrols.com>

Sent: Thursday, August 13, 2021 8:23 AM

To: Robert Dejadon < rdejadon@nbkenney.com > Subject: Deferred Maintenance — Bulletin 4

Bob

As discussed the price for the control work for the proposed unit in room 226 is \$965.00.

Thanks

Karl Maseng

Viking Controls, Inc. 2 Townsend West, Unit 2 | Nashua, NH 03063 Office: (603) 881-4830 ext.162

Cell: (603) 860-5987

karl.maseng@vikingcontrols.com



WILLIAM RAWN ASSOCIATES Architects, Inc. 10 Post Office Square, Suite 1010 Boston, MA 02109 617.423.3470

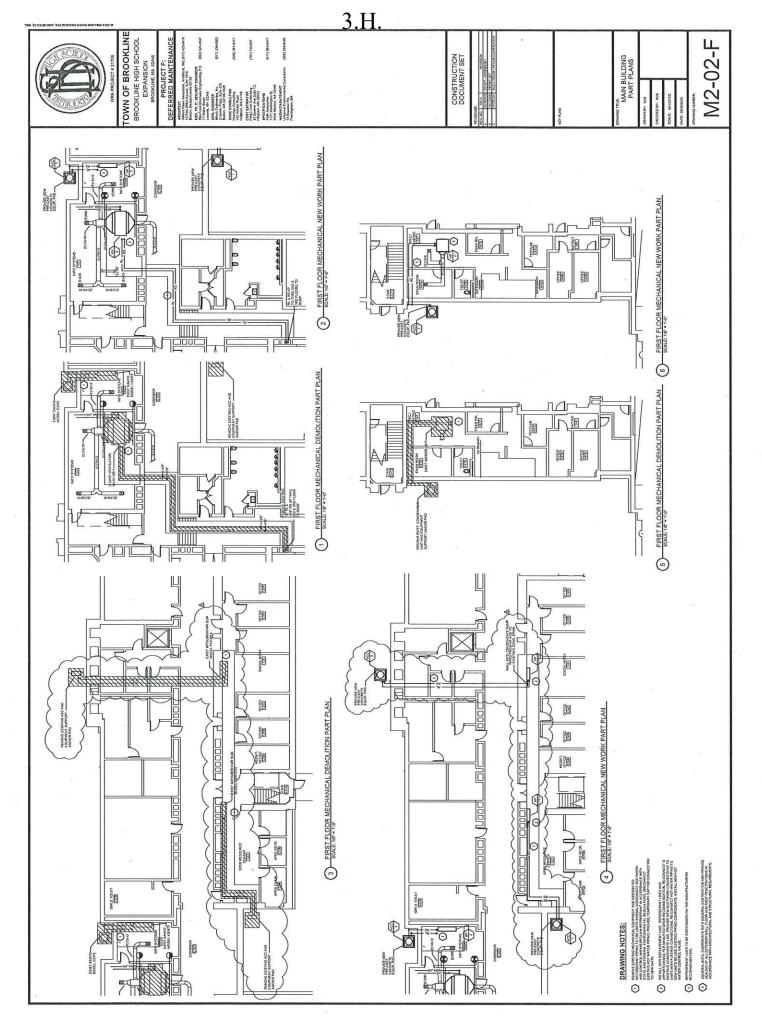
PROJECT F - DEFERRED MAINTENANCE

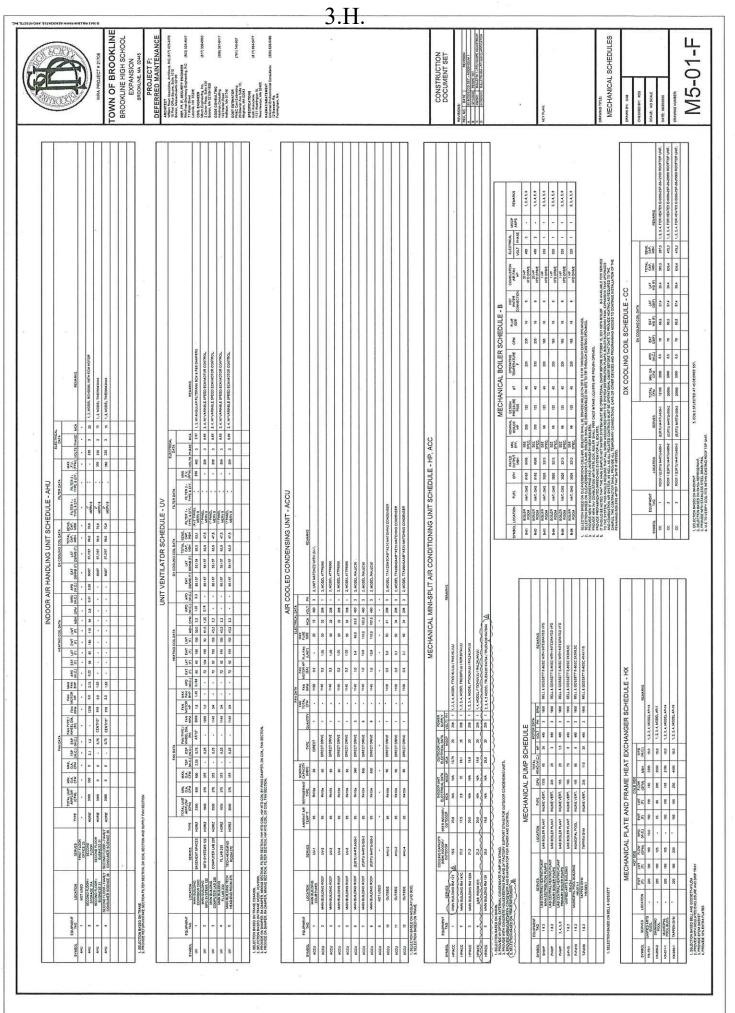
Field Bulletin 004

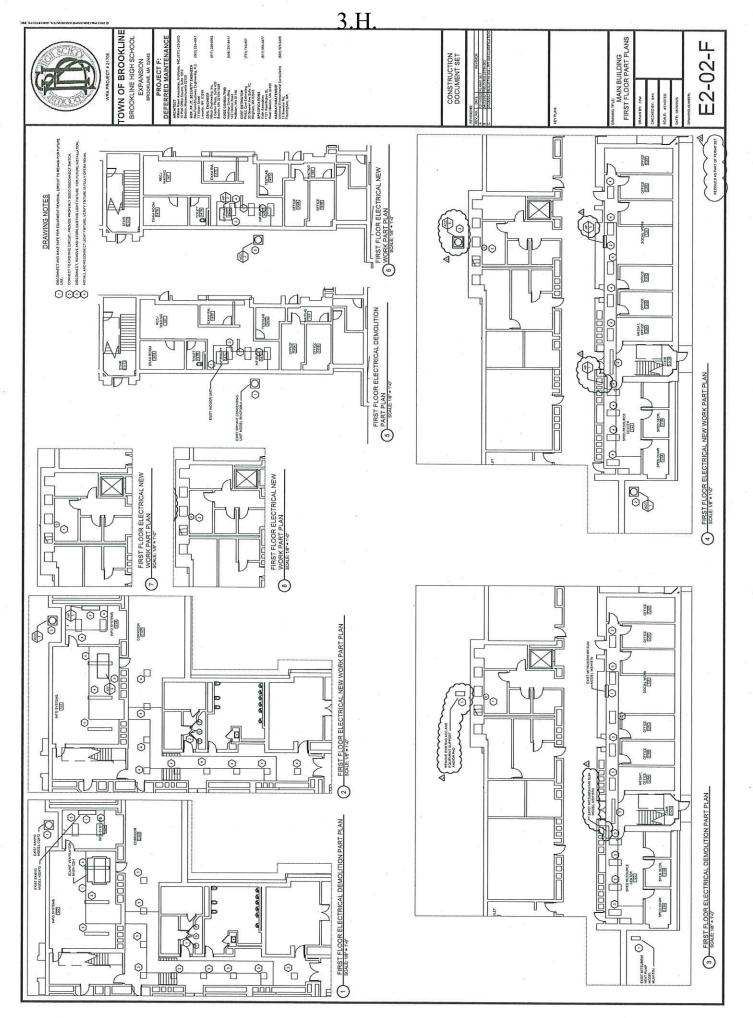
KFI-U	08 – Rooms						
o:		Kenney Company Inc	Project:		Brookline High School Exp	oansion Project	
		Barnum Rd			Project F		
_		vens, MA 01434	V		Brookline, MA 02445		
Attn:	Ro	bert Dejadon	WRA Proje	ect #: 2	21706		
CC:	X Owner		X Fi	eld	: Consultants		
	X X	X Hill International		ther: Co			
he C	ontractor shall	proceed as directed by the	appropriate action indica	ited belo	ow:	1	
]	The Work shall be without change in	SUPPLEMENTAL INFORMAT carried out in accordance with the Contract Sum or Contract Time. F It that there will be no change in th	e following supplemental instru Proceeding with the Work in ac	cordance			
\boxtimes	WORK CHANGE PROPOSAL REQUEST [PR] Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within (14) fourteen days, or notify the Architect in writing of the date on which you anticipate submitting your proposal. This is not a Change Order, a Construction Change Directive or a direction to proceed with the Work described in the proposed modifications.						
7	proposal. This is a modifications.	not a Change Order, a Construction	n Change Directive or a directio		eed with the Work described in		
	proposal. This is modifications. CONSTRUCTIO You are hereby dian itemized estim Submit estimate of	1457 175	n Change Directive or a direction D] e Contract identified in accorde m and Contract Time for propo the Architect in writing of the	n to proce	the Description and Attachmen ications to the Contract Docum	the proposed ts listed below. Subr ents described herei	
DESCI	proposal. This is modifications. CONSTRUCTION You are hereby dian itemized estimate with the contract Time RIPTION	ON CHANGE DIRECTIVE [CCI irected to make the change(s) in the nate for changes in the Contract Sur within (14) fourteen days, or notify	n Change Directive or a direction D] e Contract identified in accorde m and Contract Time for propo the Architect in writing of the d by the Owner for approval.	n to proce ance with a sed modifi date on wi	the Description and Attachmen ications to the Contract Docum hich you anticipate submitting	the proposed ts listed below. Subr ents described herei your estimate. Chan	
DESCI	proposal. This is a modifications. CONSTRUCTIO You are hereby di an itemized estim Submit estimate to Contract Time RIPTION Please prov the Main Hi	DN CHANGE DIRECTIVE [CCI rected to make the change(s) in the nate for changes in the Contract Sur within (14) fourteen days, or notify and Contract Sum shall be reviewed	D] e Contract identified in accorde m and Contract Time for propo the Architect in writing of the d by the Owner for approval. end replacement of an exterior pad-mounted ACC	n to proce	the Description and Attachmen ications to the Contract Docum hich you anticipate submitting vall-mounted heat pump	ts listed below. Subnents described hereingyour estimate. Chan	
•	proposal. This is a modifications. CONSTRUCTIO You are hereby di an itemized estim Submit estimate to Contract Time RIPTION Please prov the Main Hi	ON CHANGE DIRECTIVE [CCI irected to make the change(s) in the irected to make the change(s) in the irected to make the contract Sur within (14) fourteen days, or notify and Contract Sum shall be reviewed ide pricing for the removal a gh School and associated ex	D] e Contract identified in accorde m and Contract Time for propo the Architect in writing of the d by the Owner for approval. end replacement of an exterior pad-mounted ACC	n to proce	the Description and Attachmen ications to the Contract Docum hich you anticipate submitting vall-mounted heat pump	ts listed below. Subn tents described herein your estimate. Chang in Room 126 of	
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William Rawn Associates, Architects, Inc.

Page 1 of 1









TOWN of BROOKLINE

Massachusetts BUILDING DEPARTMENT

To: Select Board

From: Anthony Guigli, Project Administrator

Date: 22 September 2021

Re: Michael Driscoll School

Gilbane Building Company Change Order #2 - \$5,339.00

The proposed change order #2 to the contract between the TOB and Gilbane Building Company in the amount of \$5,339.00 is for the Driscoll School Project. It consists of electrical and fire alarm changes requested by the Brookline Fire Department.

It was approved by the Building Commission at their meeting last week and is expected to be approved by the School Committee this week.

Please call or email with questions.

Thank you for the consideration of the above.

Cc: D. Bennett



TOWN of BROOKLINE

Massachusetts BUILDING DEPARTMENT

To: Select Board

From: Anthony Guigli, Project Administrator

Date: 22 September 2021

Re: Pierce School

Miller Dyer Spears Architects (MDS)

Contract Amendment #2, increase \$26,400.00

Proposed amendment #2 to the contract between the TOB and Miller Dyer Spears, Inc. in the amount of \$26,400.00 is for the Pierce School Project. It is for additional survey work in the Town Hall/Library/Pierce School Garages complex to locate subsurface utilities and to tie the garage surveys to the surface level surveys to better inform design and pricing of same.

This was approved at last week's Building Commission Meeting and will be considered by the School Committee at their meeting this week.

Please call or email with questions and let me know what is the date of the meeting.

Thank you for the consideration of the above.

Cc: D. Bennett



September 14, 2021

Mr. Tony Guigli Project Manager Building Department 333 Washington Street Brookline, MA 02445

Re: John R. Pierce School Project

Designer Services Contract Amendment No. 2

Dear Mr. Guigli,

LeftField has reviewed the Designer Contract Amendment No. 2 presented by Miller Dyer Spears, Inc. in their September 8, 2021 proposal for additional garage surveys. The survey services are to be performed by Feldman Land Surveyors and the scope of services are included in Feldman's proposal dated May 13, 2021. The additional survey work is needed to provide information on Garages, A, B, D and E, to locate subsurface utilities and to tie the garage surveys to the surface level surveys to better inform design and pricing of the design options. The total of survey fees presented is \$24,000.00 and Miller Dyer Spear's administrative costs of \$2,400.00 are per the Designer contract.

These services were previously discussed to be required and the fee presented is fair and reasonable for the services to be provided. LeftField therefore recommends that the Town of Brookline accept Designer Contract Amendment No. 2 for the total of \$26,400.00.

Should you have any questions regarding this recommendation of approval, please contact me.

Sincerely,

Lynn Stapleton

Lynn Stapleton, AIA, LEED AP B D + C

Cc: Jim Rogers, LeftField, LLC
Jennifer Carlson, LeftField, LLC
Adam Keane, LeftField, LLC
Margret Clark, Miller Dyer Spears, Inc.

main: 617-737-6400 fax: 617-217-2001 225 franklin street, 26th floor, boston, ma 02110

CONTRACT FOR DESIGNER SERVICES AMENDMENT NO. 2

WHEREAS, the TOWN OF BROOKLINE ("Owner") and MILLER DYER SPEARS, INC. (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Feasibility Study and Schematic Design Phases for the John R. Pierce Elementary School Project (Project Number 201800460040) on January 26, 2021, ("Contract"). The John R. Pierce Elementary School is located at 50 School Street, Brookline, MA 02445; and

WHEREAS, the scope of this work is summarized in the attached Proposal from Miller Dyer Spears Inc., dated September 8, 2021, for the services of their consultant Feldman Land Surveyors for existing conditions surveys of Garages A, B, D and E.

WHEREAS, Contract Amendment No. 1 was approved by the Town of Brookline on August 10, 2021; and

WHEREAS, effective as of September 14, 2021, the parties wish to amend the contract, as amended:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

- 1. The Owner hereby authorizes this Contract Amendment No. 2 for the total value of \$26,400.00. The Miller Dyer Spears' Amendment for is based on Feldman's Proposal, dated May 13, 2021 and attached, for Existing Conditions Surveying Services for Garages A, B, D and E. The Designer is herein authorized to commence the services outlined in this Amendment, pursuant to the terms and conditions set forth in the Contract, as amended.
- 2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services	Original Contract	Previous Amendments	Amount of This Amendment	Total of All Amendments
Feasibility Study/Schematic Design Phase	\$1,294,466	\$ 1,650	\$26,400	\$ 1,322,516
Design Development Phase	\$ 0	\$ 0	\$ 0	\$ 0
Construction Documents Phase	\$ 0	\$ 0	\$ 0	\$ 0
Bidding Phase	\$ 0	\$ 0	\$ 0	\$ 0
Construction Phase	\$ 0	\$ 0	\$ 0	\$ 0
Completion Phase	\$ 0	\$ 0	\$ 0	\$ 0
Total Fee	\$1,294,466	\$ 1,650	\$ 26,400	\$ 1,332,516

Page 1 of 2

Date: September 14, 2021

This Amendment is a required to provide additional survey information on Garages A, B, D and E, to locate subsurface utilities and to tie the garage surveys to the surface level surveys. The intent is to better inform the design and pricing of the various options.

3.	The Construction Budget shall be as follows:	ows:
	Original Budget:	\$ TBD
	Amended Budget	
4	The Project Schedule shall be as follows:	
т.	Original Schedule:	Schematic Design Completion – 6/22/2022
	Amended Schedule	Schematic Design Completion – 0/22/2022
	Amended Schedule	
5.	amendments to the original Contrac representations, oral or otherwise, reg	erms and conditions agreed upon by the Parties as et, as amended. No other understandings or garding amendments to the original Contract, as nd the Parties, and all other terms and conditions of force and effect.
	WITNESS WHEREOF, the Owner, with the caused this Amendment to be executed	the prior approval of the Authority, and the Designer by their respective authorized officers.
	WNER: OWN OF BROOKLINE	
	(print name)	
	(print title)	
Ву	:(signature)	
	(signature)	
Da	te:	
	ESIGNER: LLER DYER SPEARS, INC.	
	(print name)	
	(print title)	
Ву		
	(signature)	

Page 2 of 2



September 8, 2021

Ms. Jennifer Carlson 101 Federal Street, Boston, MA 02110

Re: Pierce School - Additional Service Request #2 Garage Survey

Dear Jen,

As discussed, MDS is submitting this proposal for additional services for expenses to be incurred by MDS in the form of the additional garage surveying. It is our understanding that this is a typical reimbursable expense under the standard MSBA contract.

The services include surveying the as-built garages for coordination with the proposed work. See attached proposal from Feldman.

For this additional scope, MDS proposes the fees below:

Fee Proposal

Feldman with MDS coordination x 1.1 \$26,400

Please do not hesitate to contact me if you have any questions.

Sincerely,

MILLER DYER SPEARS INC.

Margan Da

Margaret O. Clark, RA, LEED AP BD+C

Senior Associate

Cc: W. Spears

MDS/MILLER DYER SPEARS 99 CHAUNCY STREET, 8TH FLOOR, BOSTON, MA 02111 617-338-5350 mds-bos.com





May 13, 2021

Margaret Clark, RA, LEED AP BD+C, WELL AP, MCPRO MDS / Miller Dyer Spears
99 Chauncy Street, 8th Floor
Boston, MA 02111
617-338-5350
mclark@mds-bos.com

RE: Existing Conditions Survey, Pierce School Garages, Brookline, MA

Dear Margaret

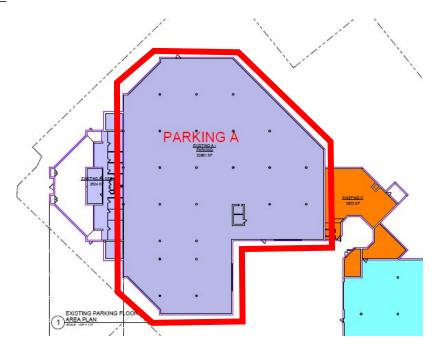
Pursuant to your request we are pleased to submit our survey services proposal for your project located at the above address in Brookline, Massachusetts.

To achieve your project's goals, we propose the following options:

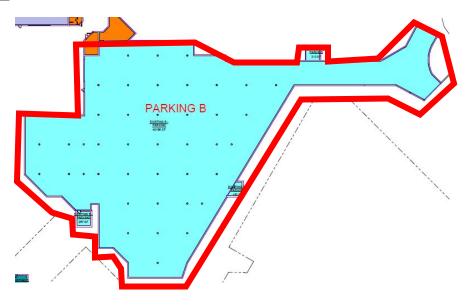
- Perform existing conditions survey for the target location locations as shown in the scope images below.
- Survey to include but not be limited to interior faces of underground garage perimeter walls, entrances/exits, sidewalks, walls, curbs, steps, relevant fixtures, surface utilities, spot grades, utility rim grades and inverts for gravity systems (sewer/drain), site surface and contouring at 1 foot intervals.
- Subsurface improvements/utilities will be located directly by survey to the extent that they are accessible from the surface or marked on the ground by Dig-Safe or the various utility companies. Subsurface features that cannot be located by ground survey will be shown from record documents, if available. While every effort will be made by our staff to accurately transfer the data from the aforementioned record plans of public or private agencies, we will not be able to make any statement regarding the accuracy or completeness of the information shown on the record plans. If higher accuracy is required and from plan compilation, we can provide in-house subsurface survey services under a separate proposal (see note below).

- Survey to be coordinated with 2021 Feldman surface level existing conditions using Massachusetts State Plane Coordinate System and North American Vertical Datum (NAVD88) elevations.
- Compile our survey at a suitable scale and supply a digital file in AutoCAD and PDF copies for your files.
- Perform our survey work in compliance with the Code of Massachusetts Regulations 250 CMR 6.0 Land Surveying Procedures and Standards.
- Data to be captured using a high-definition laser scanner. Register all individual scan locations to form single point cloud. Scan locations to be registered to ¼" accuracy.
- Laser scanning is line of sight survey. Shadow areas can be caused by site activity, access restrictions, and close-set MEP. Every effort will be made to minimize such shadow areas.
- Additional deliverables, outside of the scope of this project, can be extracted from the point cloud
 at the client's request, often without the requirement of additional field survey. Further
 processing and/or drafting will incur a cost.

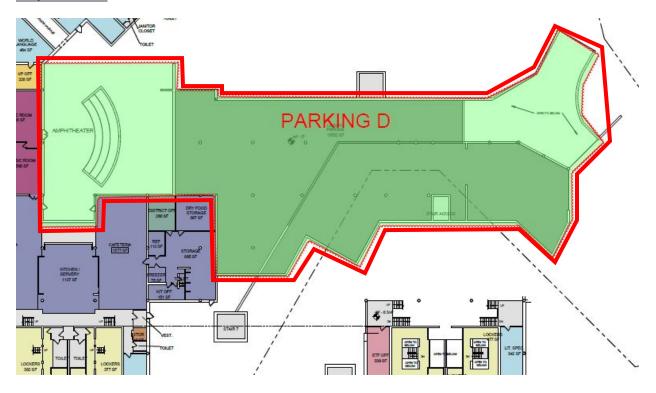
Scope Area – A



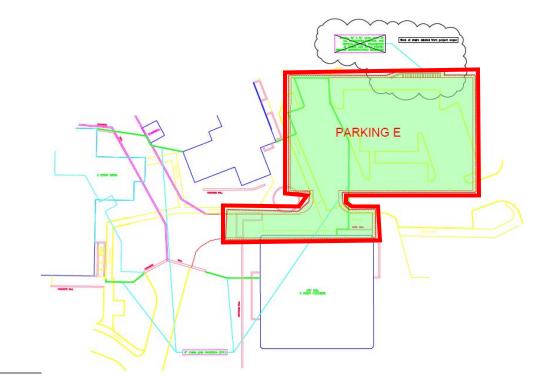
Scope Area – B



Scope Area – D



Scope Area – E



The fee for the above Task A is estimated to be \$6,000 The fee for the above Task B is estimated to be \$8,500 The fee for the above Task D is estimated to be \$6,000 The fee for the above Task E is estimated to be \$6,000

The fee to complete all tasks consecutively is estimated to be \$24,000.

Optional Service Now Available – Subsurface Utility Engineering (S.U.E.)

S.U.E. is a utility locating process that can reduce unforeseen conflicts between construction and underground utilities. Following Quality Levels as defined by ASCE 38-02 standards, it offers significant benefits when compared to copying records from standard utility provider plans.

S.U.E. provides accurate information on the horizontal and vertical location of the underground utility facilities during the early development of projects. Through the use of this technology, designers can identify conflict points and design to accommodate and avoid delays and/or redesign during construction.

For more details about S.U.E., or to have us prepare a proposal, please reach out at any time.

Work can be scheduled following written authorization to proceed in accordance with the terms of this proposal. Please sign, date and return a copy of this proposal to us as your authorization to proceed. Please note that we may need to revise the terms of this proposal if we do not receive authorization within 30 days of the proposal date. Invoices are issued monthly and payable on receipt.

For your protection we maintain General Liability, Automobile Liability, Workers Compensation and Professional Liability (errors and omissions) Insurance. We would be happy to furnish you with a Certificate of Insurance upon your request.

We look forward to working with you towards the successful completion of your project. If you have any questions, please feel free to call.

Very truly yours, **FELDMAN**

Accepted By:

Firm_____

Title: _____

Date:

David J. Florence Reality Capture APM

Keece

dflorence @ feld man surveyors.com



For an efficient billing process please fill out the following:

Billing address if different from above:
Accounts Payable Contact and Email:
Accounts Payable Telephone Number:
Your Job or PO Number:
Any Other information to be included with our invoice:



September 21, 2021
To: Heather Hamilton
Raul Fernandez
Bernard Greene
Jon VanScoyoc
Miriam Aschkenasy
Dear Select Board Members:
The Brookline Library Foundation has offered a gift of \$15,000 to purchase and install furniture for the newly established Children's Garden at the Brookline Village location of the Public Library of Brookline.
This furniture will provide comfort in a valuable new community space designed especially for the Children of Brookline. It will enable Children's Librarians to have comfortable outdoor story times, and other programs.
I respectfully request that you accept this gift to the Library.
Sincerely,
Sara F Slymon Library Director

Memorandum

To: Chief Mark P. Morgan

CC:

From: Lt Paul J. Cullinane

Date: 9/15/2021

Re: John Bogdan / Manager NETA

Sir,

Mr. John Bogdan, has submitted an application to be approved as the Manager/Marijuana Dispensary. Mr. Bogdan has been employed by New England Treatment Access (NETA) since August 2021. He has also been employed in the retail cannabis industry since 2019, working at two other dispensaries in management positions.

A check of his Criminal History Record reveals no disqualifying information, and an in-house check of his name reveals no significant occurrences. He has also submitted several letters of recommendation.

Mr. Bogdan appears to be a suitable applicant for employment as the Dispensary Manager at New England Treatment Access (NETA).



SUMMARY OF QUALIFICATIONS

- Twelve years of multi-store management experience working daily with clients, vendors, customers and employees.
- Successfully able to identify and solve business opportunities and streamline operational efficiency to grow profit margins.
- Intimate understanding and teaching of lifestyle branding, team building and flagship, elevated customer experience.
- Opened and created concept of 2 MA Adult Use cannabis dispensaries for 2 different companies from start to open.

PROFESSIONAL EXPERIENCE

General Manager, NETA, Brookline, MA (Aug. 2021 - present)

- Manage all daily operations of the NETA Brookline dispensary.
- Deep understanding of Retail strategy and how to adjust operations to drive results in changing market conditions.
- Analyze, interpret and own P&L and other business analytics.
- Retail scheduling, operations and logistics to maximize sales and manage payroll budget.
- Employee development to create organized succession planning and leadership bench strength.

Store Director, The Vault, Webster, MA (July 2020 - July 2021)

- Created concept, personality and design of the Vault Experience an adult use dispensary.
- Opened, staffed and managed \$12M premium cannabis dispensary, Leafly rating 5.0 stars during pandemic.
- Created unique customer centric salesfloor engagement and streamlined customer flow.
- Hired, trained staff of 40 dispensing agents, developing and promoting 8 leads and 3 managers.
- Created all operational SOP's for CCC licensing, compliance and to streamline daily operations.
- Manage all HR functions including scheduling, processing payroll, hiring, disciplinary and annual review paperwork.
- Responsible for all cannabis wholesale product selection, buying and pricing.
- Created non cannabis merchandising and floor display layout, responsible for all buying.
- Created and managed marketing strategy, social media, VIP, promotion bundles, in store signage, digital media.
- Managed inventory budget, pulling levers for sell thru and setting par minimums for buying in each category.
- Sales and inventory analysis creating 20% monthly growth in transactions, sales and average transaction amount.

Retail Director, Gage Cannabis Co., Ayer, MA (June 2019 – July 2020)

- Created concept, personality and design of The Gage Cannabis Co.
- Opened, staffed and managed \$17M premium cannabis boutique in MA, Leafly rating 4.9 stars, raising the industry bar.
- Created SOP's for all operational processes, displays and customer flow for 3rd adult use dispensary in MA.
- Trained and developed all managers and staff with expert level of product knowledge and customer engagement.
- Effectively created marketing and event schedule, building wholesale relationships and premium brand image.
- Communicate sales trends and assist wholesale ordering of cannabis and non-cannabis product needs.
- Responsible for managing dispensary staff, schedules, inventory and patient/customer relations.
- Instill passion, ownership and pride in the company, creating succession plans to inspire internal growth and promotion.
- Exceeding sales forecast and continued 15% transaction growth monthly.

Retail Consultant, JMB Consulting, Waltham, MA (Dec. 2016 – June 2019)

- Consulting for multiple retail companies in the Greater Boston area.
- Monthly visits to all locations, primary focus on Merchandising, Marketing, Sales Strategy, Operational Efficiency, Budgeting, P&L Analysis, SOP Creation, Recruiting and Human Resources.

General Manager, Old Navy, Burlington, MA (March 2015 - Dec. 2016)

- Managed daily operations in \$7 million, 125,000 unit, 22,000 sq. ft. location while Area Manager training in 6 locations.
- Oversaw all merchandise planning and allocation to create compelling shop concepts to corporate guidelines.
- Managed all marketing, promotional media to deliver clear and consistent branding message.
- Grew 2015 Sales by 12% comp, increasing all KPI's (conversion, UPT, AT, SOT and Gross Margin)
- Recruited, trained and developed 9 managers, 8 leads and 90 employees to promote internal growth and succession planning.
- Budget and P&L planning to manage controllable expenses -6% while driving top level sales +12%.

Store Director, Vintage Levi's Strauss & Co., Newbury St., Boston, MA (2010 - 2015)

- Opened, recruited and developed new flagship premium concept Levi's Newbury Neighborhood Store.
- Created visual floor sets, event planning and product training, in all 3 locations (NYC, Malibu) elevating consumer experience.
- Responsible for all KPI's and payroll budgeting, producing 20% sales growth for 3 consecutive years.
- Earned Company Awards for 2013 Sales Increase, 2013 Conversion Increase, 2013 UPT Increase, winning 501 Club Honors.
- Strengthened brand image in Boston community, winning the Boston Globe's "2012 Best of the New" recognition.
- Lead the New England district in key company initiatives Curve ID, Denim Leadership, Clienteling and Kronos rollout.
- Instill passion, ownership and pride in the company, creating succession plans to inspire internal growth and promotion Page: 123

General Manager, Polo Ralph Lauren, Copley Plaza, Boston, MA (2008 - 2010)

- Successfully increased YTD sales by 20% over FY09, and plan by 30%, earning the company 2010 Financial Results Award.
- Oversaw and managed all in store merchandising, floor set creation, inventory, marketing and visual standards.
- Analyzed sales, inventory, profit margin and traffic reports to efficiently schedule and merchandise to maximize profits.
- Recruited, trained and developed staff, communicating corporate message and daily operational and sales goals.

Regional Account Manager, Helen Newman Ltd., Chicago, IL (2005 - 2008)

- Managed 150 premium retail accounts in the Midwest region, increasing sales 22% and opening 20 new accounts per year.
- Coordinated, managed and merchandised showroom and regional trade show booths.
- Communicated sales trends, inventory levels, fit modifications and price changes to designers and owners.
- Organized promotions, press and web site to ensure proper marketing and brand image representation.

V.P. of Retail Operations, Active Endeavors, Chicago, IL (2000 - 2005)

- Managed 6 store company, creating new brand image, developing brand environment and visual presentation.
- Analyzed profit margins, sales volume and total revenue of product line, to revise the marketing plan and inventory structure.
- Increased company's sales by \$3.5 million, 23% of company value through implementation of new strategic marketing
 initiatives and improved operational efficiency.
- Recruited, hired and trained 20 managers and 90 part-time employees,
- Redeveloped company lifestyle branding strategy and redefined business goals.

District Manager, Abercrombie & Fitch, Boston, MA, Atlanta, GA (1994 - 2000)

- Oversaw daily operations and visual presentation standards of 18 stores, successfully growing business from \$80 to \$140M.
- Moderated weekly conference calls to communicate brand strategy development, lifestyle concepts, volume statistics and business trends ensuring operational quality, consistency and progress.
- Collected daily store revenues, analyzed and reported merchandise turnover, inventory levels and sales trends to corporate.
- Monitored scheduling and hour usage to ensure appropriate coverage during business peaks and adherence to payroll matrix.
- Successfully developed new college graduates into 5 district managers, 30 store managers and dozens of supervisors.
- Successfully opened, promoted and managed \$15 million company flagship store in Faneuil Hall, Boston.

EDUCATION

University of Richmond, VA 1994: B.A., Economics and Studio Art, minor Business Administration.

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TOWN OF BROOKINE

ALTERNATE MANAGER'S APPLICATION

ALL PROPOSED MANAGERS ARE REQUIRES TO COMPLETE A PERSONAL INFORMATION FORM (ATTACHED) AND SUBMIT A COPY PF THE CORPORATION VOTE AUTHORIZING THIS ACTION AND ALTERNATE MAANGER.

1. LICENSEE INFORMATION:				
Legal Name of Licensee: JOHN BOGDAN Business Name (dba): NETA - Brookine				
Address: 160 Washington St. Brookline, MA				
City/Town: Brookline State: MA Zip: 02445				
ABCC License Number: Phone Number of Premises: (if existing licensee)				
2. MANAGER INFORMATION:				
A. Name: JOHN BOGDAN B. Cell Phone Number:				
C. List the number of hours per week you will spend on the licensed premises:				
3. CITIZENSHIP INFORMATION:				
A. Are you a U.S. Citizen: Yes No B. Date of Naturalization:				
C. Court of Naturalization:				
(Submit proof of citizenship and/or Naturalization such as Voter's Certificate, Birth Certificate or Naturalization Papers)				
4. BACKGROUND INFORMATION:				
A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes No				
If yes, please describe:				
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that Have been suspended, revoked or cancelled? Yes No				
If yes, please describe:				
C. have you ever been the Manager of record of a license that was issued by this Commission? Yes No				
If yes, please describe:				
D. Please list your employment for the past ten years (Date, Position, Employer, Address, and Telephone:				
I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:				
Signature John y Bluf. Date 8 19 21				

Page: 125

	CNDIX A - CORI Acknowledgment Form
I am an	(please check one)
	Applicant - Position: ALTERNATE MANAGER Department/License: NETA RMD Volunteer - Position: Department: Department
screeni applicat employe housing case of acknow authoriz providir employe checks must fir consent	wn of Brookline is registered under the provisions of M.G.L. c. 6, §172 to receive CORI for the purpose of ng current and otherwise qualified prospective employees, subcontractors, volunteers, license nts, current licenses, and applicants for the rental or lease of housing. As the prospective or current ee, subcontractor, volunteer, license applicant, current licensee, or applicant for the rental or lease of g, I understand that a CORI check will be submitted for my personal information to the DCJIS (and in the formal license applicants subject to fingerprint-based background checks, to the FBI). I hereby dedge and provide permission to The Town of Brookline to submit a CORI check for my information. This zation is valid for one year from the date of my signature. I may withdraw this authorization at any time by the Town of Brookline with written notice of my intent to withdraw consent to a CORI check. For ment, volunteer, and licensing purposes only: The Town of Brookline may conduct subsequent CORI within one year of the date this Form was signed by me provided, however, that The Town of Brookline my to a CORI check and acknowledge that the information provided on this Acknowledgment Form is true turate. 8 19 21 Today's Date
Applie -	
	nt//olunteer/Employee/Contractor Information (Diagra Drint)
	nt/Volunteer/Employee/Contractor Information (Please Print)
Last Na	me: BOGDAN First Name: John MI: M
Last Na	me: Bobban First Name: John MI: M Address:
Last Nar Current Former	Me: Bobban First Name: John MI: M Address: Address(es):
Last Nar Current Former	Address: Address(es): Name or Alias (If Applicable): Place of Birth: Philadelphia PA
Last Nar Current Former Maiden Date of	Address: Address(es): Name or Alias (If Applicable): Last 6 digits of Social Security Number:
Last Nai Current Former Maiden Date of Sex:	Address: Address(es): Name or Alias (If Applicable): Last 6 digits of Social Security Number: Height: 5 ft. 11 in. Race: CAULASIAN Eye Color: HAZEL
Last Nan Current Former Maiden Date of Sex: State Dr	Address: Address(es): Name or Alias (If Applicable): Last 6 digits of Social Security Number:
Last Nan Current Former Maiden Date of Sex: State Dr	Address: Address(es): Name or Alias (If Applicable): Place of Birth: Philadelphia PA Birth: Last 6 digits of Social Security Number: Wheight: 5 ft. 11 in. Race: CAULASIAN Eye Color: HAZEL river's License Number (Include State)
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Last Nat Current Former Maiden Date of Sex: State Dr List any Mother's *The Ide Index Pl informat	Address: Address(es): Name or Alias (If Applicable): Place of Birth: Last 6 digits of Social Security Number: M Height: 5 ft. 11 in. Race: CAULASIAN Eye Color: HAZEL river's License Number (Include State) Other name(s) or dates of birth that appear in DCJIS's database: Father's Name: Father's Name: Place of Birth: Philader PA Birth: D Theft Index PIN*: S Full Maiden Name: Father's Name: Pather's Name:
Last Nat Current Former Maiden Date of Sex: State Dr List any Mother's *The Ide Index Pr informat	Address: Address(es): Name or Alias (If Applicable): Place of Birth: Philadelphia PA Birth: Last 6 digits of Social Security Number: Meight: The Height:
Last Nat Current Former Maiden Date of Sex: State Dr List any Mother's *The Ide Index Pr informat ***For C	Address: Address(es): Name or Alias (If Applicable): Place of Birth: Philadelphia PA Birth: Last 6 digits of Social Security Number: Meight: The Height:

EDUCATION				
DATE: 8/90 - 6/94	LOCATION:	UNIVERSITY OF	RICHMON	D
DATE:	LOCATION:			
DATE:	LOCATION:			
DATE:	LOCATION:			
EMPLOYMENT HISTORY				
DATE: 8/16/21 - Present	LOCATION:	NETA BROOKLINE	POSITION	CIENDRAL MANAGER
DATE: 7/20 -7/21	LOCATION:	THE VALLT	POSITION	Store Director
DATE: 7/19 - 7/20	LOCATION:	GAGE CANNABIS CO.	POSITION	GOWER MANAGER
DATE: 12/16 - 6/19	LOCATION:	JMB Consulting	POSITION	Retail Consultant
DATE: 3/15 - 12/16	LOCATION:	Ola Navy-Gap	POSITION	General Manager
SIGNATURE: Jhu	Blud	DATE:	3/19/21	
(PLEASE SUBMIT THREE CH	ARACTER REF	ERENCES WITH APPLICA	TION)	



LICENSE INTERVIEW FORM

TYPE OF LICENSE APPLYING FOR: Alternate Managers License	
NAME: JOHN BOGDAN	
ADDRESS:	
EMAIL ADDRESS: Joogdan@netacare.org	
PHONE #:	
PLACE OF BIRTH: PHILADELPHIA, PA	
FATHER'S NAME: MOTHER'S MAIDEN NAME:	
ARE YOU A CITIZEN? YES NO ALIEN CARD #	
ARE YOU A VETERAN: YES NO	
RESIDENCES FOR LAST FIVE YEARS	
DATE: LOCATION:	



LICENSE INTERVIEW FORM

TYPE OF LICENSE APPLYING FOR: Alternate Managers License	
NAME: JOHN BOGDAN	
ADDRESS:	
EMAIL ADDRESS: Jogdan@netacare.org	
PHONE #:	
PLACE OF BIRTH: PHILADEL PHIA, PA	
FATHER'S NAME: MOTHER'S MAIDEN NAME:	
ARE YOU A CITIZEN? YES NO ALIEN CARD #	
ARE YOU A VETERAN: YES NO	
RESIDENCES FOR LAST FIVE YEARS	
DATE: LOCATION:	



VOTE OF CORPORATION

DATE:	
AT A MEETING OF THE BOAR	D OF DIRECTORS OF
HELD AT:	ON:
IT WAS DULY VOTED THAT T TOWN OF BROOKLINE FOR A	HE CORPORATION APPLY TO THE LICENSING BOARD FOR THE
	(TYPE OF LICENSE)
FOR THE YEAR	TO BE EXERCISED ON THE PREMISES LOCATED AT
VOTED: TO AUTHORIZE	
THE APPLICATION FOR THE I	CENSES IN THE NAME OF
	AND TO EXECUITE ON ITS
BEHALF ANY NECESSARY PAGRANTING OF THE LICENSE.	ERS, AND TO DO ALL THINGS REQUIRED RELATIVE TO THE
THIS CORPORATION HAS	BEEN RESOLVED.
A TRUE COPY	
ATTEST:	····
CLERK	



TOWN of BROOKLINE

Massachusetts

CORI ACKNOWLEDGMENT FORM

I am an: (please check one)	
Applicant - Position: ALTERNATE MANAUR	Department/License: NETA PMD
Volunteer - Position:	Department:
Employee - Position:	Department
Contractor - Company Name	
·	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
The Town of Brookline is registered under the provisions of M.G. current and otherwise qualified prospective employees, subcontra applicants for the rental or lease of housing. As the prospective applicant, current licensee, or applicant for the rental or lease of homogeneous personal information to the DCJIS (and in the case of certain checks, to the FBI). I hereby acknowledge and provide permission information. This authorization is valid for one year from the date of by providing The Town of Brookline with written notice of my intervolunteer, and licensing purposes only: The Town of Brookline madate this Form was signed by me provided, however, that The Town this check 72 hours in advance. By signing below, I provide my comprovided on this Acknowledgment Form is true and accurate. Applicant/Employee/Volunteer/Contractor Signature	actors, volunteers, license applicants, current licenses, and ve or current employee, subcontractor, volunteer, license ousing, I understand that a CORI check will be submitted for license applicants subject to fingerprint-based background in to The Town of Brookline to submit a CORI check for my finy signature. I may withdraw this authorization at any time ent to withdraw consent to a CORI check. For employment ay conduct subsequent CORI checks within one year of the win of Brookline must first provide me with written notice on sent to a CORI check and acknowledge that the information
Applicant/Volunteer/Employee/Contractor Information (Ple	ease Print)
Last Name: BOGDAN First I	Name: John Mi: M
Current Address:	
Former Address(es):	
Maiden Name or Alias (If Applicable):	Place of Birth: PHILADELPHIA PA
Date of Birth: Last 6 digits	of Social Security Number:
Sex: M Height: 5 ft. 11 in. Race: CA	MICASIAN Eye Color: HAZEL
State Driver's License Number (Include State)	ID Theft Index PIN*:
List any other name(s) or dates of birth that appear in DCJIS's	
a ·	34
Mother's Full Maiden Name:	Father's Name:
*The Identify Theft Index PIN Number is not required and only for those applicants Certified agencies are required to provide all applicants the opportunity to include to	who have been issued an ide this information to ensure the Accuracy of the CORI request process.
For Official Use Only	
l certify that the foregoing person was identified in conformity government-issued identification: (List ID Type) ☐ State Drivers Li ☐ U.S. Military I.D. ☐ High School ID Card ☐ Other (obtain H	icense State Issued ID w/Photo Passport
Signature of CORI-Authorized Employee:	Date:
Name and Position of CORI-Authorized Employee:	

To Whom It May Concern,

It is my pleasure to offer my unreserved recommendation for Mr. John Bogdan. I have known John for over 20 years, in both a personal and professional context. He has always demonstrated responsibility, upstanding character, and an entrepreneurial spirit. He has represented my company in a professional, kind, respectful way. I have been fortunate enough to see his interests grow, as he has expanded his own business acumen and education, which I am sure his professional recommendations would extoll.

Additionally, John has remained deeply committed to any community he has lived in, displaying significant relationship-building skills that are an asset to any industry he is involved in. John is an upstanding member of his community, and will be a tremendous asset to any company. Please do not hesitate to reach out with any additional questions.

Sincerely,

Helen Newman

Owner Helen Newman LTD

To whom it may concern:

I've had the pleasure of working with and knowing John for 24 years, with multiple companies. Over the years I've seen John grow from a kind, friendly, manager in training, hungry to learn into a strong, energetic leader, building teams and companies. John has always been a great sounding board, listening, thinking and giving solid advise. He has done that throughout his professional career and personal relationships.

Professionally John builds teams by getting to know each individual on his team and creates unique connections with each in an effort to develop them into stronger leaders. Personally, he is loyal to his family and friends and continues relationships with many friends from his youth.

I couldn't recommend John any higher as a huge asset to any company, team or community.

Thank You,

Jennifer Greeby

Senior Regional Recruiting Manager

Equinox

3.L.



Hello,

I wanted to write to comment on John Bogdan. I have enjoyed knowing and working with John and look at him as someone I can collaborate and discuss ideas with. Most conversations with him, I feel like I've learned something about myself, or the topic we were discussing. He has been a great mentor in leadership and how to lead by getting your team to WANT to work for you, not feel like they HAVE to work for you.

John sets a very high expectation of himself and everyone around him. He definitely wants to lift everyone to his standard and takes the time to observe, give constructive feedback and help develop his team. This has led to very successful results in setting the bar higher for the store, company and sometimes industry. He leads by example in all aspects of his personal and professional life.

I would highly recommend John to be on my team or lead any team I would put together.

Thank you,

Lucas Costa

General Manager

Diem Cannabis

One Day Temporary Alcohol license

Applicant:

Karen Hasenfus

DBA:

Larz Anderson Auto Museum

Location:

15 Newton Street

Application Details:

A Temporary Wine and Malt Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Saturday, October 2, 2021 for Wedding Reception from 5:30PM – 11:00PM at 15 Newton Street. 125 people expected to attend

Report:

Police Department (Approved)



BROOKLINE POLICE DEPARTMENT

Brookline, Massachusetts

TO:

Acting Chief Mark P. Morgan

FROM:

Lt. Michael P. Murphy #31

DATE:

21 September 2021

RE:

Temporary Wine and Malt Beverage – One Day Permit – Non-Sales – 10/02/2021

Larz Anderson Auto Museum

Sir.

The Larz Anderson Auto Museum, through Operations and Events Manager Karen Hasenfus, has applied for a Section 14 One Day Permit for Wine and Malt Beverages for a Wedding Reception to be held on Saturday, October 2nd, 2021, from 5:30 PM to 11:00 PM.

Ms. Karen Hasenfus and/or Ms. Sylvia Passley-Harris will be the responsible managers on site for this event and will ensure compliance with all applicable federal, state, and local laws, regulations, ordinances, and any conditions on the permit, as well as previously discussed conditions.

The event is not open to the public, no admission fee will be charged, and guests will not be charged for alcoholic beverages. Organizers are expecting no more than 125 guests to attend. A Crowd Manager Certificate has been submitted.

All alcoholic beverages at this event will be served by bartenders provided by East Meets West Catering, (617) 269-2662, who employs certified Tips bartenders. The caterer has submitted a copy of their bartender certification in the safe service of alcohol. A copy of caterer's Certificate of Liability Insurance specifically naming the Town of Brookline as a holder of the certificate has been submitted.

A uniformed police detail officer will be assigned to provide security and to manage traffic issues if they arise. Detail Sgt. Heavey was notified of the application.

I see no reason to oppose this application.

Respectfully submitted, Lt. Michael P. Murphy #31



OFFICE OF THE SELECT BOARD

MEMORANDUM

TO:

Mark Morgan, Acting Chief of Police

FROM:

Melvin Kleckner, Town Administrator

RE:

Temporary - One Day Alcohol License

DATE:

September 17, 2021

May we please have a report on the attached request for:

A Temporary **Wine and Malt** Beverages Non Sales License to The Larz Anderson Auto Museum to be held on Saturday, October 2, 2021 for Wedding Reception from 5:30PM – 11:00PM at 15 Newton Street. 125 people expected to attend.

This application will go before the Board on September 28, 2021. May we please have the report no later than September 21, 2021.

Thank you.

3.M.

TOWN OF BROOKLINE APPLICATION FOR A PERMIT TO SERVE ALCOHOLIC BEVERAGES ON TOWN PROPERTY (NON SALES /WINE & BEER ONLY)

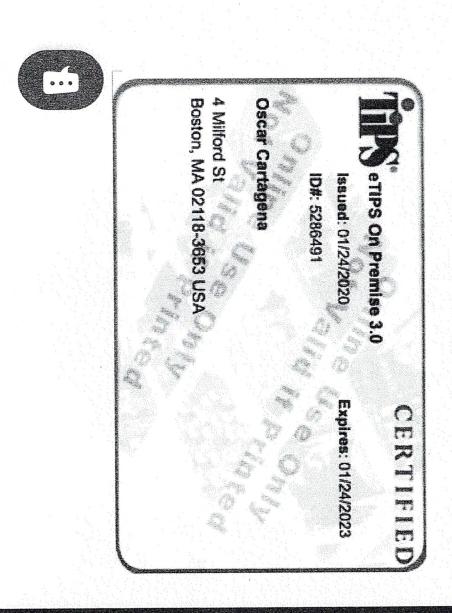
	Date September 15, 2021
I hereby make application for a PERMIT TO SERVE ALCO	HOLIC BEVERAGES ON TOWN PROPERTY at a
Wedding Reception	*
(state whether a meeting, banquet, concert, picnic, wedding,	etc.)
Which is to be held at the Larz Anderson Auto Museum	
(Name of Person of Organization)	
15 Newton Street, Brookline MA 02445	
(Address of Person of Organization)	
On the 2nd day of October, 2021	
Between the hours of5:30PM—11:00PM	at the following described Town property:
The Larz Anderson Auto Museum	
If the applicant is an organization, complete name and address	ss of the organization's officers:
Name: Northrup Knox Title: President	
Name. Northrup Knox 11tte. 11esident	Address. Opp Might Street 2 commit
Name: William Keeney Title: Vice President	Address: 2221 Washington St. Newton
Name: Mark Daniel Title: Treasure	Address: 35 Priscilla Lane Quincy
NOTE: If the answer to Questions 4, 5, 6 or 7 is yes, you	do not qualify for a non-sales permit and you should
seek instead a special license to sell alcohol.	
1) How many cases or barrels, etc. of each type of alcoholi-	c beverage will be made available to guests?
5 cases each wine and beer 5 bottles each o	ther types
2) What is the maximum number of people to attend?	125
3) What is the age group of people to attend? 3:	5
4) Are you charging an admission fee?	NO
5) Are you charging for alcoholic beverages?	NO
6) Is the event open to the public?	<u>NO</u>
7) Are tickets to the event available for purchase?	<u>NO</u>

8) How will alcoholic be person(s) serving alcoho	everages be dispensed or s lic beverages.	erved and by whom? Plea	se state the names, addresses of all				
Bartender will be provided East Meets West Catering (617) 269-2662							
9) State whether of not t service of alcohol training to such certification or to	ng and the date(s) of any s	r serving alcohol received uch certification or trainir	TIPS certification or equivalent safe- ag and attach documentation pertaining				
Bartenders as	re all certified and insured						
10) If any attending are to make certain that those	under age 21, what methose under age 21 are not ser	d will be used to check IE rved and are not allowed t	and what procedures will be followed o consume alcoholic beverages?				
Bartenders wi	ll check ID's						
11) Will a police detail	or other types of security l	oe provided?	YES				
If "YES" what type and	how many?	Brookline Police deta	ail				
years of age) who will b	e physically present at the regulations, ordinances ar	e event and who will ensur	the individual (who must be at least 21 re compliance with all applicable feder ermit and who will ensure the mainte-				
Sylvia Passley Harris	Clyde St.	Brookline MA	05/26/1955				
Karen Hasenfus (Name)	7 Gleason Ct. (Address)	Walpole, MA	09/29/1954 (Date of Birth)				
Telephone number:	(617) 522-6547	(617) 283-7	265				
Email Address:	khasenfus@larzanderso	n.org feonapassle	y@hotmail.com				

This application must be accompanied by proof that the applicant has secured, and there is in effect during the period of time for which the permit is sought, a general liability policy naming the Town as the additional insured or if the general liability policy exempts alcohol0trelated incidents or occurrences a liquor liability policy naming the Town as an additional insured.

By signing this application, the applicant absolves the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's use of Town property. By signing this application, the applicant agrees to indemnify the Town for any damage to the Town';s personal and real property resulting from the applicant's use of Town property and agrees to indemnify the Town for any expenses the Town incurs in restoring Town property to its condition prior to use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use.

Et Lul	
Signature	
Karen H Hasenfus	
Name Printed	
Operations and Events Manager	
Title (if on the behalf of an Organization)	
15 Newton St. Brookline MA 02445	
Address	
(617) 522-6547	
Telephone number(s)	
11	
khasenfus@larzanderson.org	
Email address(es)	



СРАНИТЕ САВ

BACK

ACORD

REBECAF-01

JHOGAN

DATE (MM/DD/YYYY)

9/15/2021

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed.

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on the policy of such endorsement(s).

					CONTACT NAME:								
EPIC Insurance Brokers & Consultants					PHONE (A/C, No, Ext): (781) 455-0700 FAX (A/C, No):(781) 449-8976								
		n, MA 02494	,				E	-MAIL ADDRES	s: certificat	es@roblini	nsurance.com		
		•							INS	URER(S) AFFOR	DING COVERAGE		NAIC#
							II.	NSUREF	RA: Arbella	Protection	Ins Co		41360
INSUF	ED				,						surance Company of Am	eric	19046
114301	LD	F4 M4- V		4 Cotorina				INSURER C : AIM Mutual Insurance Co					33758
		East Meets V						INSURER D :					
212 Old Colony Avenue South Boston, MA 02127								INSURER E :					
								INSURE					
								INSURE	KF:		REVISION NUMBER:		
COV	ER.	AGES		CER	TIFIC	AIL	NUMBER:	A) /F DF				IF PO	LICY PERIOD
INI	DICA	TED. NOTWITHS	TAN ISS	NDING ANY R	EQUI PFR	REME TAIN:	URANCE LISTED BELOW HA ENT, TERM OR CONDITION THE INSURANCE AFFORDE LIMITS SHOWN MAY HAVE B	OF A ED BY	THE POLICE	IES DESCRIB	DOCUMENT WITH RESPEC	, 10	WHICH IIIIS
INSR LTR	OLO	TYPE OF INSU			ADDL INSD	SUBR	POLICY NUMBER		POLICY EFF	POLICY EXP (MM/DD/YYYY)	LIMITS		
LTR A	Х	COMMERCIAL GENER			INSD	WVD	, on Hombert		(mm/DD/1111)	AMM/DDITTITI	EACH OCCURRENCE	\$	1,000,000
^	^	CLAIMS-MADE	X	7			850068044		1/1/2021	1/1/2022	DAMAGE TO RENTED	\$	500,000
	-	CLAIMS-MADE	^	JOCCOR			050000044		17172021	1711/2022		\$	5,000
													1,000,000
												\$	2,000,000
	GEN	L AGGREGATE LIMIT	APP									\$	2,000,000
		POLICY X PRO-	L	LOC							LIQUODILIABILIT	\$	1,000,000
		OTHER:									COMBINED SINGLE LIMIT	\$	1,000,000
Α	AUT	AUTOMOBILE LIABILITY								(Ea accident)	\$	1,000,000	
		ANY AUTO	_				1020067944	1/1/2021	1/1/2021	1/1/2022	BODILY INJURY (Per person)	\$	
		OWNED X	S	CHEDULED UTOS								\$	
	X	HIRED X	NA	ION-OWNED UTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
		7.0.00										\$	- ann ann
В	Χ	UMBRELLA LIAB	X	OCCUR						1/1/2022	EACH OCCURRENCE	\$	5,000,000
				CLAIMS-MADE	≣	ZL	ZUP-81N23580-21-NF		1/1/2021		AGGREGATE	\$	5,000,000
		DED X RETENTI	ION	s 10,000)							\$	
С	WOF	RKERS COMPENSATION								X PER OTH-ER			
	AND	ID EMPLOYERS' LIABILITY					MCC-200-2000388-2021 A	A 1/1/2021	1/1/2022	E.L. EACH ACCIDENT	\$	500,000	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	4				E.L. DISEASE - EA EMPLOYEE		\$	500,000		
										\$	500,000		
_					850068044		1/1/2021	1/1/2022	Liquor Liability		1,000,000		
Α	361	ileral Liability											
DES Tow	CRIPT n of	TION OF OPERATIONS. Brookline is addit	/ LO	OCATIONS / VEHICAL INSURED FOR	CLES (ACOR vent	D 101, Additional Remarks Schedul to take place at the Larz And	e, may b	be attached if mon	ore space is requi um on Saturd	red) ay, October 2, 2021.		
CE	RTIF	FICATE HOLDER	2					CAN	CELLATION	<u> </u>			

CERTIFICATE HOLDER	CANCELLATION
Town of Brookline 333 Washington Street	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Brookline, MA 02146	AUTHORIZED REPRESENTATIVE
	vem vogen

ACORD 25 (2016/03)

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TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

Erin Chute Gallentine Commissioner

Memorandum

To: Select Board

From: Erin Gallentine, Commissioner of Public Works

Date: September 23, 2021

Re: Beautify Brookline: Public-Private Partnership Civic Space Beautification Program

Cc: Mel Kleckner, Town Administrator

Melissa Goff, Deputy Town Administrator

Alexandra Vecchio, Director of Parks and Open Space

Beautify Brookline is a Public-Private Partnership Program where businesses, non-profit organizations, neighborhood associations, friends groups, and residents have the opportunity to sponsor and beautify highly visible public gateway areas in partnership with the Town. Partners/Sponsors support the improvement, maintenance and care of designated traffic circles and islands, small green open spaces, commercial areas, civic spaces, and other special spaces within and along the public right-of-way. The program is intended to be a source of great civic pride, enhance Brookline's tradition as a green, inviting and well-maintained community, and promote meaningful partnerships that serve to benefit all who live, work or visit Brookline. These improved spaces not only welcome visitors to our community, but welcome our residents home.

The Brookline Department of Public Works' vision is to provide the foundation for a sustainable, inclusive, connected, vibrant, safe and livable community. The Covid19 pandemic has been a tremendous hardship on our residents, businesses, staff and Town resources. Public spaces, including physical and visual access to nature, proved to be critical across the country at helping to maintain health, mental wellness, and human connection. While usage, need and impacts increased, funding and staff resources decreased. Together, with the assistance of our community, we will hope to rebuild, restore and revitalize our green and civic spaces to demonstrate a united and powerful cohesion of community, pride of place and local commitment. Local government cannot do this alone.

The program has identified locations within the Public Right of Way that are priority spaces for partnerships, however the Department is open to other ideas or locations as may be of interest to members of the community. The donor will work with the Commissioner's office to identify the location, improvements, cost to install and maintain, and signage. An application form and Memorandum of Agreement (MOA) has been drafted and reviewed by Town Counsel's office. Each MOA will be modified as appropriate to define the parameters of the program, protect the Town, and define the specific monetary donation, in-kind service or combination. For example, a donor may choose to make a financial donation to improve

and maintain a particular open space with the Town implementing the work, or a donor, such as a local landscaping company, may have the ability to improve and maintain the site with their own staff and resources. The Town will work with partners to develop an arrangement that is best suited to our collective strengths. A fund will be set-up specifically for this program to accept and expend gifts, donations or grants to be used for said purposes.

The Department of Public Works respectfully requests consideration and approval of a Public-Private Partnership Civic Space Beautification Program as follows:

- Approval of the Beautify Brookline Program as presented by the Commissioner of Public Works and the encouragement of businesses, organizations and residents to participate in the public-private partnership as a means to support the community and build civic pride.
- 2.) Vote to establish a Special Civic Space Beautification Fund SWC6 for the acceptance and use of donations, gifts, grants, funds and sponsorships for the improvement, maintenance and care of designated traffic circles and islands, small green open spaces, commercial areas, civic spaces, and other special spaces within and along the public right-of-way to be expended under the direction of the Commissioner of Public Works.
- 3.) Authorization to install signage in recognition of the Town's program partners and delegate authority to the Commissioner of Public Works to oversee and implement the design and installation of signage for the program. Recognition, unless requested to be anonymous, is important to many sponsors as it acknowledges the individual, business, agency or organization's contributions, and commitment to the Town. It will also encourage others to join and participate in the program.
- 4.) Authorization for the Commissioner of Public Works to administer and amend the program and the Town Administrator to sign subsequent MOA/Agreements as reviewed and approved by Town Counsel's Office and the Commissioner of Public Works.

There is a lot to be proud of in Brookline. Together we can enhance the quality of life in Brookline as responsible stewards of the public's physical assets, infrastructure and natural resources. Through the Beautify Brookline Public-Private Partnership we are looking to enhance the care, appreciation and stewardship of the Public Realm.

Memorandum of Agreement

Between **Program Applicant** and the Town of Brookline for the design, construction, maintenance, and improvement of the property on **Street Name** known as **Sponsored Space**.

WHEREAS, tl	his Memorandum	of Agreement (hereinafter "Agreement") is made	
this	day of	between the Town of Brookline, a municipal	
corporation located in Norfolk County, Massachusetts acting through its			
Department of Public Works and Select Board (hereafter, "Town"), and Program			
Applicant, a private corporation managing a residential community, located at			
, Brookline, MA (hereafter "Program Applicant");			

WHEREAS, Program Applicant is a locally owned and operated business and has an interest in protecting, restoring, maintaining and promoting the civic and park spaces that serve and benefit those that live, work and visit Brookline;

WHEREAS, Program Applicant has an interest in partnering with the Town to improve a section of Town Property on Street Name (hereafter, "Sponsored Space");

WHEREAS, the Town of Brookline has an interest in providing a variety of parks, open spaces, and civic spaces that are welcoming, inclusive, green, beautiful and vibrant places;

WHEREAS, Program Applicant has an interest in a high standard of care for the green space in Brookline and is interested in helping support the efforts of the Town and other partners to achieve that goal;

WHEREAS, the Town of Brookline, Department of Public Works, in partnership with Program Applicant, has developed the attached design and construction documents/plans for the Sponsored Space to enhance the existing plantings;

WHEREAS, as Program Applicant has an interest in a high standard of care on the Sponsored area, employs excellent and qualified staff, and will maintain the Sponsored Space, inclusive of the plantings and lawn;

WHEREAS, because the Town seeks to encourage recognition and appreciation of its partners, and the longevity and mutual benefit of the program, a sign provided by the Town with the Partner/Sponsor's Business and/or Donor name in letters, design, color palette and size approved by the Town, will be installed;

NOW, THEREFORE, for consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do mutually agree as follows:

ARTICLE I. PARTIES RESPONSIBILITIES

The parties will cooperatively establish maintenance responsibilities, priority projects and initiatives.

A. The Town of Brookline Shall:

- 1. In accordance with applicable provisions of Massachusetts General Laws, the Town may provide staff or contract for supplemental planning, design, construction, maintenance and specialized professional services to accomplish the mission of the Town's Department of Public Works, Parks and Open Space Division;
- Prior to finalizing the design and construction documents/plans for the Sponsored Space, meet with Program Applicant to review the project and related costs, permits and the like;
- 3. Prior to execution of the Sponsored Space improvements, provide input to Program Applicant regarding contractor capabilities, submittals and safety signoffs that are in both the Town and Program Applicant' best interest;
- 4. Complete and/or coordinate tree removal and pruning as agreed upon within the entire traffic island area;
- 5. During improvements of the Sponsored Space, provide input to Program Applicant regarding project oversight, equipment, execution and successful completion;
- 6. Prior to any change in the Scope of Work as defined in the contract documents, submit proposed changes to Program Applicant for written agreement including therein an explanation of the same so that any necessary amendments or revisions to the contract documents or permits may be made to cover the work;
- 7. Upon request, be permitted to inspect all records related to the project and the work performed as identified in project payments/billing.

B. Program Applicant shall:

- 1. Establish and maintain the Sponsored Space as free and open to the public;
- 2. Prior to the execution of a contract for the Sponsored Space work, obtain final written permission from the Town to execute the work reviewed and provide the

appropriate public-sector property owner(s), with documents related to the above-described work to the owner's satisfaction;

- 3. Install, improve and/or maintain Sponsored Space, per the final approved design, with its employees, a private contractor, and/or volunteers at its expense.
- 4. Allow the Town to inspect all records related to the project and the work performed in order to assure proper installation and completeness of work as identified in project payments/billing; and
- 5. Maintain the Sponsored Space as agreed below.

Program Applicant agrees to support the maintenance of the Sponsored Space as follows;

- 1. Litter Removal and Trash Collection;
- 2. Mowing;
 - a. Every 7-12 days for the Sponsored Space, or maintain the height at approximately 2.5-3"
- 3. Weeding;
 - a. The area will be kept free and clear of weeds and invasive vegetation;
- 4. Pruning and Edging;
 - a. Prune shrubs in a natural and healthy form
 - b. Edge shrub and flower beds
 - c. Mulch shrub and flower beds
- 5. Planting;
 - a. Plant shrubs, perennials and annuals as agreed to in the site plan
 - b. Plant according to industry best practices and in the appropriate season
- 6. Watering;
 - a. Water plantings on a weekly basis or as needed
- 7. Hiring of contractors for specialized repair, replacement or maintenance of the property shall be coordinated with the Town;
- 8. Other projects or programs of benefit to the Town's parks and public ways as may be determined and mutually agreed upon.

ARTICLE II. METHOD OF PAYMENT

Program Applicant shall administer the finances related to the maintenance responsibilities and priorities agreed to in this document.

ARTICLE III. RECORD KEEPING AND REPORTS

Both parties shall keep records of project expenditures and maintenance performed.

ARTICLE IV. <u>SEVERABILITY</u>

If any provision of this Agreement is declared or found to be illegal, unenforceable, or void by a court of competent jurisdiction, then the parties shall be relieved of all obligations under that provision. The balance of the Agreement shall be enforced to the full extent permitted by Massachusetts law unless one or both parties would be materially prejudiced.

ARTICLE V. ARTICLE HEADINGS

The headings of the Articles set forth herein are for convenience or reference only and are not a part of this Agreement and shall be disregarded in construing or interpreting any of the provisions of this Agreement.

ARTICLE VI. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

ARTICLE VII INSURANCE AND INDEMNITY

- A. Program Applicant assumes all risk in connection with any and all activities engaged in by Program Applicant, its employees, agents, volunteers and contractors in the parks, open space and public right-of-way and shall be solely responsible and answerable in damages for accidents or injuries to persons or property unless directly caused by the negligence of the Town, its agents, employees or contractors. Program Applicant shall possess insurance coverage to pay for these damages. If Program Applicant engages a third parties to carry out the work set forth in this Agreement, said third parties shall have insurance coverage satisfactory to the Town, and Program Applicant shall require Brookline to be named as an additionally insured party under the third party's policies of insurance.
- B. Program Applicant shall indemnify and hold Brookline harmless from and against all bills for labor performed and equipment, fixtures and materials furnished by Program Applicant and from and against all losses, damage, expenses, suits, and claims whatsoever in connection with any work performed by Program Applicant, their agents, employees or contractors.
- C. The Town of Brookline assumes all risk in connection with any and all activities engaged in by the Town, its employees, agents and contractors in

the parks, open spaces and public right-of-way and shall be solely responsible and answerable in damages for accidents or injuries to persons or property unless directly caused by the negligence of Program Applicant, its agents, employees or contractors.

ARTICLE VIII. TERM

The term of this agreement shall be for the period beginning September, 2021 and terminating November, 2022. Renewal of this agreement shall be automatic unless terminated in accordance with Article IX below.

ARTICLE IX. TERMINATION

In the event that funding is not available, or for any reason whatsoever, cannot be made available by Program Applicant, this Agreement shall terminate. Any party may, on written notification of all other parties, withdraw from the agreement. Withdrawal from the agreement will not dissolve responsibilities to complete work under existing contracts.

ARTICLE X. LICENSE

The Town will grant to Program Applicant a license to enter its property at the Sponsored Space to complete the work set forth herein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective duly authorized representative.

For Program Applicant:	For the Town of Brookline Department of Public Works:
Faith	Commissioner Erin Chute Gallentine
Date:	Date:
	For the Town of Brookline, by its Select Board
	Date:





5.A.

Town of Brookline

Print Form

Civic Space Beautification Program
Partnership Agreement, Indemnification and Authorization for Access
For Improvement and Maintenance of Town Property/Public Right-of-Way

Name of Applicant/Contact Person	n:		Phone:
Address:	Zi _l	o:E-mail:	
Name of Town Property:		Dept:	
Location of Town Property/Addr	ress if known:		
If only a portion of Town Propert	ty, specify area:		
	s		
Schedule for work: Start Date	:: End Date:	Rain Date, if ap	pplicable:
Signature of Applicant	Address		Date
Approval Signature of Responsib	ole Division/Department Head	Division/Department	Date
Approval Signature of Responsib	ole Department Head (if applicable)	Department	Date
	sons/contractor are members of our c for the above-reference project and a		ractor offering volunteer,
Name	Address		Phone #

Brookline, MA 02445 1

5.A. Beautify Brookline Partnership/Sponsorship/Volunteer Application For Improvement and Maintenance of Town Property

The Town of Brookline Department of Public Works relies on public private partnerships to provide a clean, green, safe, accessible, inclusive, sustainable and welcoming network of public spaces, assets and infrastructure for those that live, work and visit our community. The US Open 2022 and Olmsted 2022 provide a unique and exciting opportunity to celebrate the civic pride, history and bright future of Brookline as a special, remarkable and unique Town that is welcoming to all.

Program:

- 1. Sponsors/Volunteers making improvements to Town property must have the permission of the appropriate Town Department head that has jurisdiction and control over the site.
- 2. This permit allows for the use of volunteers and/or staff as coordinated with the Department of Public Works and documented in this application.
- 3. Sponsorships may include design and install by either the Town or contractors and subsequent maintenance by a Town contractor or private contractor as agreed to by the respective parties in this agreement.
- 4. Heavy equipment may only be used on site by properly licensed operators, by a supplemental permit. If you plan to use paid labor with heavy equipment, this must be documented in this application, and a supplemental 3rd party agreement coordinated with the Department of Public Works.
- 5. Permanent improvements which result in changes of use at the site require additional permission.
- 6. In order to assure safety for all concerned, all Sponsors/Volunteers will be required to follow department rules, environmental, health and safety regulations and when given, follow the instructions of representatives of the Town.
- 7. All Sponsors/Volunteers are required to list their names on a roster (see other side). For ongoing projects the roster should be submitted at the time that the permit is issued, and updated in the event of changes.
- 8. Any Sponsor/Volunteer whose conduct risks danger to others or him/herself will be required to leave the site.
- 9. Permission for the Sponsor/Volunteer project described herein as part of the Town's Public-Private Partnership Program is approved by the Commissioner of Public Works and under the provisions of a vote of the Select Board on September 28, 2021 upon the signature of the appropriate Department head(s) and applicant on front of application.
- 10. The Department head reserves the right to revoke this permit in the event that changes in Town policy make the space unavailable or unsuitable for the proposed improvements.
- 11. The Town has the right to install, repair or make improvements to streets, sidewalks, parking lots and municipal systems such as sewer, drain or water pipes, fencing, or street signs at or near the site.
- 12. The Town cannot be legally responsible for theft or destruction of plant materials and/or other property at the site.
- 13. At the end of the permit period, the Town may make alterations to the site, which may include removal of plant materials and other items that were installed by volunteers.
- 14. The activities of the volunteers in carrying out improvements and maintenance of the site shall be subject to all applicable laws and ordinances.
- 15. Any specific conditions noted on this form or attached sheet shall apply to this project.

In the case that the Sponsor/Volunteer is in a continuing program, this agreement will last the length of the project and up to a year and an application or renewal must be submitted in the event the Sponsor/Volunteer wishes to continue. The Sponsor/Volunteer commitment will end upon completion and acceptance by the Town of the project referenced on the front of this form.

Terms for Sponsorship/Beautify Brookline Projects:

A multi-year commitment to the site is urged for all those interested in Sponsoring public spaces. This ensures a continuation of care for our public spaces beyond initial planting. Year-round maintenance includes: watering, pruning, cleanup, mulching, weeding and plant replacement as required. Coordination, approval and/or assistance with planting design and layout, plant selection, limited access to watering truck and mulch, and finding others to help on specific sites is available. Contact the Parks and Open Space Directorage: 155 at 617-879-5650.

5.A.

Beautify Brookline Partnership/Sponsorship/Volunteer Application For Improvement and Maintenance of Town Property

Terms for Sponsorship/Beautify Brookline Projects (continued):

A drawn plan or sketch, to scale, will be required for Sponsorship projects if

- the proposed design incorporates hardscape elements including, but not limited to, pathways, concrete foundations, brick pavers, timber edging, rocks, gravel, commemorative plaques, fencing, benches or other site furniture;
- the proposed design includes the installation of new trees, the removal of large areas of existing plantings or lawn, a change in grade, or may potentially impact any existing site conditions (i.e., drainage or irrigation);
- the scale or scope of an existing adopted space is modified beyond the original design proposal; including significant pruning and addition of shrubs, perennials and/or annuals.
- the proposed design is of such size or shape that care of the contiguous public land will require coordination with the work of the Department's Maintenance Division; and
- any of the site elements are to be installed by a professional contractor. In this case, a scaled plan and construction detail(s) fully describing the scope of work is to be submitted for review by the Town. Both the Partner/Sponsor and the contractor will be required to enter into a license agreement with the Town that includes the submittal of proper insurance certificates.





September 23, 2021

Members of the Select Board,

At its September 14, 2021 meeting, the Small Business Development Committee unanimously voted in support of Beautify Brookline, a civic beautification initiative proposed by Brookline's Department of Public Works. Given this program's potential to provide much-needed beautification enhancements in the form of flowers and planters to Brookline's commercial areas, the committee encourages the Select Board to support the creation of Beautify Brookline.

The committee also wanted to provide the Select Board with highlights and key takeaways from the SBDC's discussion, as well as the feedback provided to DPW Commissioner Gallentine regarding this proposed program.

Attractive, welcoming seasonal flowers and planters have been conspicuously absent from Brookline's commercial areas for many years. Beautify Brookline is an opportunity to remedy that problem, but the committee has concerns about all commercial areas benefitting equally from this new private sponsorship-driven initiative. The committee encouraged DPW to develop strategies to ensure that the benefits of this program are shared equally among the Town's various commercial areas.

Planning for and providing adequate maintenance of flowers and planters are critical. Previous efforts to support smaller scale commercial area flower and planter programs have failed due to lack of maintenance efforts and resources. Clearly established design guidelines will also be critical for ensuring the long-term success of this program. Beautify Brookline should also seek to incorporate, and perhaps even require, green infrastructure elements wherever possible.

The SBDC looks forward to working in partnership with DPW to inform the design and implementation of this promising new public-private partnership initiative.

Sincerely,

Members of the Small Business Development Committee

Brookline Village Parking Benefit District Advisory Board



(as of September 24, 2021)

Fred Perry 2021

Mikayla Bell 2021

Daniel DeLoma 2022 (resigned)

Lisa Wasserman Sivan 2023

Liz Linder 2023

Ann Kamensky 2021

Anne Trecker 2022

Mary Sabolsi 2022 (resigned)

Brian Kane 2023 (resigned)

Recent Activity

Fred Perry applies for reappointment 9.28.21

Mikayla Bell applies for reappointment 9.28.21

Ann Kamensky applies for reappointment 9.28.21

Emily Jacobsen applies for appointment 9.28.21

Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov < notifications@brooklinema.gov>

Tue 9/21/2021 1:25 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Name	Emily Jacobsen
Address	
Address	
Application for specific Board/Commission?	Brookline Village Parking Benefit District Advisory Board
What type of experience can you offer thi Board/Commission?	Educational and work experience in structural engineering.
What type of issue would you like to see this Board/Commission address?	Vitality of the village and success of businesses could be improved with better sidewalk and street amenities. For example the parklet installed this spring in front of the Starbucks invited people to linger longer on the sidewalk and enjoy the village instead of just passing through.
Are you involved in any other Town activities?	Bicycle Advi ory Committee
Do you have time constraints that would limit your ability to attend one to two meetings a month?	Other than Bicycle Advisory Committee Meetings, No.
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC)	CV for BVPBDAB.pdf

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EMILY JACOBSEN - CURRICULUM VITAE

EDUCATION:

Polytechnique Montréal

https://www.polymtl.ca/cgm/

M.Sc.A with the Group of Research in Structural Engineering B.Ing in Civil Engineering 2009-2016

École Polytechnique Fédérale de Lausanne (Switzerland)

http://enac.epfl.ch/

Exchange program, ENAC department

2012 - 2013

EXPERIENCE:

Structural

LeMessurier Consultants, Boston Massachusetts, 2016 - Present

Design of structures and renovation of structures, especially steel and timber structures, in several states according to AISC, IBC, IEBC and the Massachusetts State Building Code. Design of structural solutions through the full project life cycle from schematic design, through design development and construction administration. Inspection of existing structures. Coordination of design tasks with architects as well as with in-house team members such as drafters and other structural engineers. Use of various structural design and BIM software especially Tekla Structural Designer, Staad, CSI products and Revit. Membership on the technology committee to advise on the acquisition and implementation of new technology as well as management of our IT service provider.

Master's Thesis: Displacement-Based Seismic Design of Industrial Steel Storage Racks Polytechnique Montreal, Autumn 2014 - 2016

Development of rules for the "direct displacement based" design of industrial steel storage racks to be included in the forthcoming CSA-S16, comparison with existing methods such as the equivalent static force method, response spectrum analysis and non-linear time-history analysis, participation in code committee meetings, laboratory shake table testing combined with finite element modelling using OpenSees and SAP2000.

Teaching Assistant for Wood Design Course

Polytechnique Montréal, Autumn 2015

Give course sessions with demonstration problem sets, respond to homework questions, marking of homework and exams.

• Bridge and Culvert Inspections Intern

Hydro Québec, Summer 2012

Inspections of bridges following the Hydro Quebec method (adapted from the Quebec Ministry of Transport Structural Inspection Method), development of a database on Access for inspection management. Participation in the verification of bearing capacity following the Canadian Highway Bridge Design Code.

CAD Intern

Structures Lab of Polytechnique Montréal, Summer 2011

3D modeling of laboratory equipment (actuators, hydraulic presses, reaction wall and test frames) and elaboration of drawings for a new testing assembly (six hydraulic actuators and a moment plate capable of performing tests with 6 DOF).

Page: 160



Planning Board

(as of September 24, 2021)

MEMBERS:

Steven Heikin, Chair.....Term expires 2024

Linda Hamlin.....Term expires 2023

James Carr.....Term expires 2022 (resigned)

Mark J. Zarrillo.....Term expires 2022

Blair Hines.....Term expires 2024*

Matthew Oudens.....Term expires 2019 (not seeking reappointment)

Shelly Chipimo.....Term expires 2024

PLANNING BOARD APPOINTMENTS ARE 5 YEAR TERM

Shelly Chipimo interview for appointment 5/25/21 David Deininger interviews for appointment 5/25/21 Steve Heikin interviews for reappointment 6/22/21 Blair Hines interviews for reappointment 7/6/21 Brandon Roberts interviews for appointment 7/6/21 Abigail Hiller applies for appointment 9/14/21 Andrea Brue interviews for appointment 9/21/21 Greg Zurlo interviews for appointment 9/21/21 Arjun Mande interviews for appointment 9/28/21

^{*}if reappointed

Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov < notifications@brooklinema.gov>

Wed 9/22/2021 6:22 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Name	arjun mande
Address	
Application for specific Board/Commission?	Plannig Board
What type of experience can you offer thi Board/Commission?	Architec and Urban Designer
What type of issue would you like to see this Board/Commission address?	Field not completed.
Are you involved in any other Town activitie?	DAT and Driscoll Exicutive Design Comittee
Do you have time constraints that would limit your ability to attend one to two meetings a month?	I have a full time job which requires travel
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	Mande Re ume hort pdf

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GOODYCLANCY



YEARS OF EXPERIENCE

15 years with Goody Clancy 18 years total

EDUCATION

Master of Architecture, Washington University in St. Louis

Master of Urban Design, Center for Environmental Planning and Technology, Ahmedabad, India

Bachelor of Architecture, School of Architecture, University of Pune, India

REGISTRATION

Registered Architect in MA

PROFESSIONAL & CIVIC ACTIVITIES

Member, Design Advisory Board, Town of Brookline

Member, Sustainable Design Leaders Group

Planning Committee, Healthy Materials Summit, USGBC Massachusetts

PUBLICATIONS

Co-author w/ Roger Goldstein "Advancing Lab Design, Applying Lessons Learned" Volume 20, Number 4, July/August 2016 Laboratory Design

Co-author w/Carroon, Amy Kaiser "The Synergies of History and Innovation at Champlain College's Welcome and Admissions Center" Volume 10, Issue 1 (Winter 2015) The Journal of Green Building

Illustrator, *Sun, Wind and Light* by G. Z. Brown and Mark Dekay

ARJUN MANDE, AIA, LEED AP BD+C

Associate Principal

Arjun provides design leadership across a broad spectrum of educational projects including student life, research, and teaching spaces. He is motivated to create buildings that are beautiful, sustainable, and healthy. As an architect and urban designer, Arjun envisions buildings that are both distinctive and that contribute to shaping a broader campus setting. His award-winning work includes new construction, additions, and transformations of existing buildings.

Selected relevant projects include:

- Irving Institute for Energy and Society, Dartmouth College (Hanover, NH)—Project Architect
- Chemistry Building Renovation, SUNY at Stony Brook (Stony Brook, NY)—Project Architect
- Physics Building Renovation, University of Virginia (Charlottesville, VA)—Project Architect
- Gant Science Complex, University of Connecticut (Storrs, CT)—Project Architect
- Brandon Avenue Upper Class Student Housing, University of Virginia (Charlottesville, VA)— Project Architect
- Kingsbury Hall Atrium Concept Design, University of New Hampshire (Durham, NH)— Project Architect
- Neuroscience Research Building, SUNY Upstate Medical University (Syracuse, NY)— Project Architect
- Brain and Cognitive Sciences Complex, MIT (Cambridge, MA)—Team Architect
- Cell and Genome Sciences Building Expansion, UConn Health (Farmington, CT)—Project
 Architect
- E25 Animal Facility Renovation, MIT (Cambridge, MA)—Project Architect
- Ruth Mulan Chu Chao Center for Executive Education, Harvard Business School (Boston, MA)—Project Designer
- Alan and Sherry Leventhal Admissions Reception Center, Boston University (Boston, MA) Project Architect
- Sheehan Hall Residential and Dining Complex, Worcester State University (Worcester, MA)—Project Architect
- Living and Learning Complex, Tuck School of Business Administration at Dartmouth College (Hanover, NH)-Project Architect
- Jerry S. Rawls College of Business, Texas Tech University (Lubbock, TX)—Project Architect
- Wyant Athletic and Wellness Center, Case Western Reserve University (Cleveland, OH)— Project Designer



TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

September 21, 2021

Erin Chute Gallentine Commissioner

Select Board Town Hall Brookline, MA 02445

RE: Petition for conduit location

Dear Select Board Members,

Enclosed you will find a petition of Verizon New England, Inc. (Verizon) that requires action by your Board.

Verizon is requesting the location for conduit in Egmont Street to provide new services.

Statutory seven day notices have been sent to the abutting property owners for a hearing that has been scheduled for September 28, 2021 at approximately 7:15 PM.

Very truly yours,

Erin Gallentine

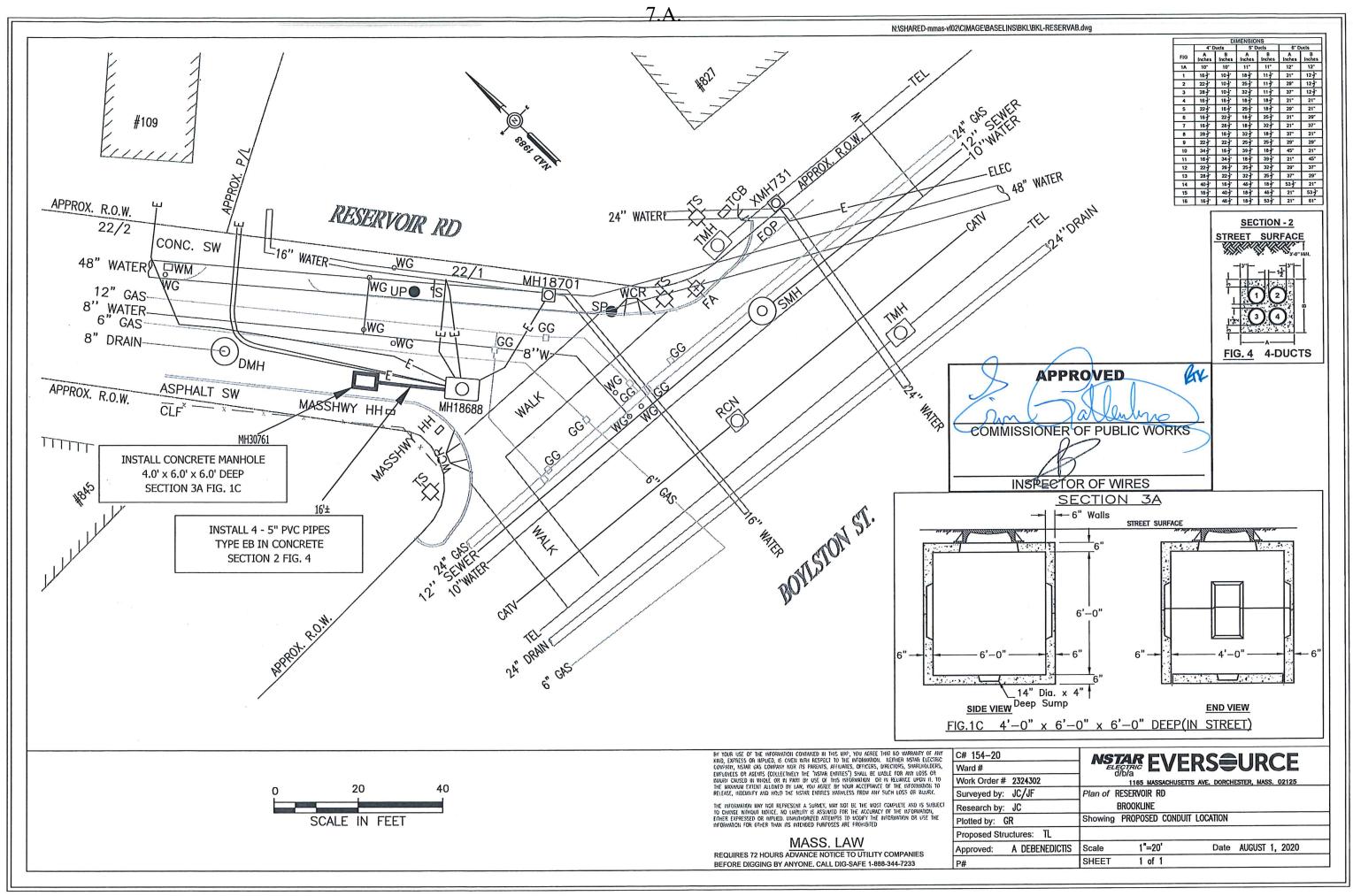
Commissioner of Public Works

Enc.

7.A. PETITION OF NSTAR ELECTRIC D/B/A EVERSOURCE ENERGY COMPANY FOR LOCATION FOR **CONDUITS AND MANHOLES**

To the BOARD OF SELECTMAN of the	Town of _	Brookline	Massachusetts:
Respectfully represents NSTAR ELL a company incorporated for the transmission to construct a line for such transmission und	of electri	city for light	ing, heating or power, that it desires
WHEREFORE, your petitioner prays the Board may by Order grant to your petition line of conduits and manholes with the nece manholes to be located, substantially as sho Tyler Thibault dated August 01, 2 way or ways of said Town:	oner perm ssary wire wn on the	ission to cor s and cables plan made t	struct, and a location for, such a therein, said conduits and by
Reservoir Road – At Boylston from of conduit to new manhole #30761 a to			•
Install One (1) New	Manhole	#30761
Work	Order	#2324302	2
NSTAR ELECTRIC	COMPA	NY D/B/A I	EVERSOURCE ENERGY
	By:	elly-Ann (Porreia
	Kelly An	n Correia, S d Permits D	upervisor
day of April, 2021	-		
Town of Brookline , Massachusetts			
Received and filed			

Page: 166



7.A.

Town of Brookline, Massachusetts Project Information for Grant of Location Request

Utility Company Eversource Energy	
Work Order Number 2324302	Petition Date4-9-2021
Street	Extents
Reservoir Road	Boylston Street
Project Description Installing a new m	anhole and conduit.
Estimated Start Date April 2021	Expected Duration May 2021
Days and Hours of Work 9:00 AM TO 3	:00 PM
Noise By-Law Waiver (required for work b	etween 7PM-7AM) yes no
Road Closures <u>yes</u> no If yes, describe the	location, timing, duration, and whether abutters will have access
during road closures.	
Parking Restrictions yes no If yes, describ	be the location and estimated number of spaces affected and the timing
and duration of parking restrictions.	
Resident Access Restrictions yes no If ye	s, describe the residents affected, and the timing and duration of access
restrictions.	
Service Interruptions yes no If yes, descri	be the customers affected and the timing and duration of service
interruptions.	
Service Replacements yes no If yes, descri	ribe the customers affected and whether the service replacements are
underground or overhead.	

Gas Leak Investigation

Utility requesting Grant of Location: EVERSOUR	ICE
Location of investigation: RESERVOIR ROAD — S	EE ATTACHED PLAN DATED 8/1/20
Date of investigation: $\frac{7}{2}/21/2021$	
Gas leak within project limits or abutting street leak(s).	(<u>vestino</u>). If yes, grade and location of gas
Anticipated date of repair if required	
Willen & Selly fr	7-21-2021
Authorized Nationalgrid Representative	Date

Please return to: Karen Hersey, PE

Engineering/Transportation Division

333 Washington Street

Brookline, MA 02445

Town of Brookline, Massachusetts, September 28, 2021

WHEREAS, **NStar Electric Company d/b/a Eversource Energy** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Reservoir Road – conduit running northwesterly from existing manhole# MH18688 at the intersection with Boylston Street a distance of about 16 feet to new manhole# MH30761. W.O.# 2324302

Substantially as shown on a plan made by A. DeBenedictis dated August 1, 2020, on file with said petition.

All construction work under this Order shall be in accordance with the following conditions:

- The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Board of Selectmen or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
- 2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
- 3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
- 4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars (\$5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
- 5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
- 5. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Board of Selectmen, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1	_
2	Select Board
3	Members of the
4	Town of Brookline
5	_

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **September 28, 2021**, at the Town Hall in said Town.

1	
2	Select Board
3	Members of the
4	Town of Brookline
5	

CERTIFICATE

Attest:	
-	Clerk of the Town of Brookline, Massachusetts

Town of Brookline, Massachusetts, September 28, 2021

WHEREAS, **NStar Electric Company d/b/a Eversource Energy** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NStar Electric Company d/b/a Eversource Energy** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Reservoir Road – conduit running northwesterly from existing manhole# MH18688 at the intersection with Boylston Street a distance of about 16 feet to new manhole# MH30761. W.O.# 2324302

Substantially as shown on a plan made by A. DeBenedictis dated August 1, 2020, on file with said petition.

All construction work under this Order shall be in accordance with the following conditions:

- The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Board of Selectmen or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
- 2. In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said separate Town conduit free of charge.
- 3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
- 4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars (\$5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
- 5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
- 6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Board of Selectmen, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

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We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **September 28, 2021**, at the Town Hall in said Town.

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TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

September 20, 2021

Dear Property Owner:

Attached you will find a notice of a public hearing to be held on the petition of NStar Electric d/b/a Eversource Energy (Eversource) to install underground conduit and a manhole in Reservoir Road near your property.

Eversource has requested the location to provide underground transmission system reliability. New conduit in Reservoir Road is proposed to run northwesterly from existing manhole# MH18688 at the intersection with Boylston Street a distance of about 16 feet to new manhole# MH30761.

If you have no objection to the granting of this location, it is not necessary for you to attend the hearing.

If you have any questions regarding this hearing, you may contact Karen Hersey in the Engineering/Transportation Division at 617-264-6464.

Erin Gallentine

Commissioner of Public Works

Cc: Town Meeting Members Precincts 13 and 14

TOWN OF BROOKLINE

PUBLIC HEARING

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a public hearing will be held with remote participation via Zoom on **September 28, 2021 at approximately 7:00 PM** upon the petition of **NStar Electric Company d/b/a Eversource Energy** for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way:

Reservoir Road – conduit running northwesterly from existing manhole# MH18688 at the intersection with Boylston Street a distance of about 16 feet to new manhole# MH30761

Access information is provided below and at www.brooklinema.gov/calendar under the September 28, 2021 Select Board meeting details where a live attendee link is available.

Attendee link:

https://brooklinema.zoomgov.com/webinar/register/WN TqOE0vRMS1i7ClxwXFc ng

Call in Number: 1-646-828-7666

Webinar ID: 160 662 9015

Passcode: 41872169

SELECT BOARD

By: Melvin A. Kleckner Town Administrator

NStar Electric Company d/b/a

Eversource Energy

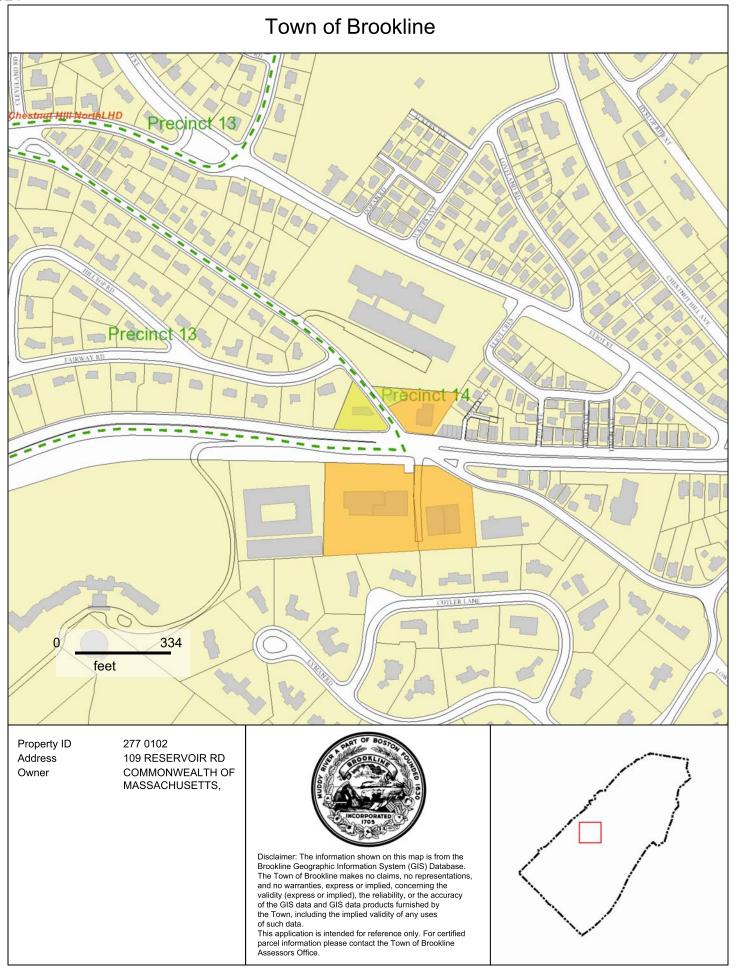
1165 Massachusetts Avenue - MA12

Dorchester, MA 02125 Attn: Kelly Ann Correia

Department of Public Works:

Engineering Division Highway Division

Building Department: Inspector of Wires



CHESTNUT EQUITY PARTNERS II LLC, C/O AEGEAN CAPITAL LLC, 150 EAST 58TH ST 23RD FLR ST NEW YORK, NY 10155-2099

COMMONWEALTH OF MASSACHUSETTS, C/O MASS WATER RESOURCES AUTHORITY, 100 FIRST AVENUE CHARLESTOWN, MA 02129

NINE JOHN STREET LLC, 311 MASSACHUSETTS AVE ARLINGTON, MA 02474-

THE BRIGHAM & WOMENS HOSPITAL INC, C/O PARTNERS HEALTHCARE, P O BOX 6240 BOSTON, MA 02114

TOWN OF BROOKLINE, C/O FIRE STATION #4, 333 WASHINGTON ST BROOKLINE, MA 02445 Andrew Fischer 21 Bartlett Crescent Unit 2 Brookline, MA 02446

Shaari Mittel 309 Buckminster Road Brookline, MA 02445 Roger Lipson 622 Chestnut Hill Avenue Brookline, MA 02445

Werner Lohe 25 Salisbury Road Brookline, MA 02445 Kenneth Goldstein 111 Holland Road Brookline, MA 02445

John Doggett 8 Penniman Road Brookline, MA 02445

Chris Chanyasulkit 16 Corey Road Brookline, MA 02445

Clifford Brown 9 Hyslop Road Brookline, MA 02445

John Freeman 530 Clinton Road Brookline, MA 02467

Joanna Baker 1824 Beacon Street Unit 4 Brookline, MA 02445

Gill Fishman 79 Holland Road Brookline, MA 02445 John VanScoyoc 307 Reservoir Road Brookline, MA 02467

Fred Levitan 1731 Beacon Street Unit 1202 Brookline, MA 02445

Pamela Lodish 120 Seaver Street Unit C202 Brookline, MA 02445

Francis Hoy 295 Reservoir Road Brookline, MA 02467

Isaac Silberberg 1789 Beacon Street Unit 2 Brookline, MA 02445

Pamela Lodish 120 Seaver Street Unit C202 Brookline, MA 02445

Lee Selwyn 285 Reservoir Road Brookline, MA 02467

Youkavet Samih 1799 Beacon Street Unit 1 Brookline, MA 02445

Pamela Lodish 120 Seaver Street Unit C202 Brookline, MA 02445

Miriam Aschkenasy 311 Dean Road Brookline, MA 02445

Sassan Zelkha 1799 Beacon Stereet Unit 1 Brookline, MA 02445

Pamela Lodish 120 Seaver Street Unit C202 Brookline, MA 02445

Lynda Roseman 49 Ackers Avenue Brookline, MA 02445

Ada Tadmor

8 Strathmore Road Unit G Brookline, MA 02445

Pamela Lodish 120 Seaver Street Unit C202 Brookline, MA 02445

Kathleen O'Connell 59 Ackers Avenue Unit 2 Brookline, MA 02445

Barbara Senecal 345 Clinton Road Brookline, MA 02445 Paula Friedman 170 Hyslop Road Brookline, MA 02445 Jennifer Segel 36 Ackers Avenue Unit 1 Brookline, MA 02445

Sharon Schoffmann 6 Eliot Crescent Unit 1 Brookline, MA 02467

Certified By___

David Gacioch 7 Fairway Road Brookline, `MA 02467

Carla Benka 26 Circuit Road Brookline, MA 02467



Commissioner

TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

September 21, 2021

Select Board Town Hall

Brookline, MA 02445

RE: Petition for conduit location

Dear Select Board Members,

Enclosed you will find a petition of Verizon New England, Inc. (Verizon) that requires action by your Board.

Verizon is requesting the location for conduit in Egmont Street to provide new services.

Statutory seven day notices have been sent to the abutting property owners for a hearing that has been scheduled for September 28, 2021 at approximately 7:15 PM.

Very truly yours,

Erin Gallentine

Commissioner of Public Works

Enc.

PETITION FOR CONDUIT LOCATION

To the **Select Board**

Of **BROOKLINE**, Massachusetts

VERIZON NEW ENGLAND INC. requests permission to lay and maintain underground conduits, with the wires and cables to be placed therein, under the surface of the following public way or ways:

Egmont Street:

Place one new two-inch (2") conduit approximately 330' and one (1) new Handhole, starting from existing manhole, MH38/143, located in the intersection of Egmont Street & St Paul Street extending in a westerly direction to proposed Handhole located in front of #72 Egmont Street.

This petition is necessary to provide new services.

Also for permission to lay and maintain underground conduits, manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

Plan marked-VZ N.E. Inc. No. **1A4VE0V** dated **June 9, 2021** showing location of conduit to be constructed is filed herewith.

VERIZON NEW ENGLAND INC.	
By <u>Karan Lawasqua</u> Manager - Rights of Way)	
Manager - Rights of Way	
Dated this 17th day of June	, 2021.

Page 1 of 1 Page: 181

GENERAL NOTES

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE

NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

2. WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE LOCATION, ELEVATION AND SIZE OF THE UTILITY SHALL BE ACCURATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR, AND THE INFORMATION FURNISHED TO THE ENGINEER FOR RESOLUTION OF

3. THE CONTRACTOR SHOULD MAINTAIN A SEPARATION OF 18 INCHES MIN. WHEN CROSSING EXISTING WATER FACILITIES.

4. THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR THE ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE AND ANY OTHER PRIVATE UTILITIES BY THE UTILITY COMPANY.

5. THE CONTRACTOR SHALL NOT DISTURB PUBLIC TREES AND SHRUBS.

6. AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION AT NO EXPENSE TO THE OWNER.

7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PLACING AND MAINTAINING TEMPORARY RESURFACING AND/OR PLATING FOR ALL EXCAVATIONS IN PAVED STREETS AND SIDEWALKS UNTIL PERMANENT RESURFACING IS COMPLETE.

8. JOINTS BETWEEN NEW BITUMINOUS CONCRETE ROADWAY PAVEMENT AND SAW CUT EXISTING PAVEMENT SHALL BE SEALED WITH BITUMEN AND BACK SANDED.

9. THE CONTRACTOR SHALL PROTECT AND SUPPORT ALL EXISTING UTILITY LINES THAT BECOME EXPOSED DUE TO EXCAVATION REQUIRED TO INSTALL THE PROPOSED CONDUIT.

10. THE CONTRACTOR SHALL REPLACE ALL DISTURBED TRAFFIC SIGNAL LOOP DETECTORS TO GOOD WORKING CONDITION AS REQUIRED BY THE LATEST STANDARDS OF THE MUNICIPAL TRAFFIC DEPARTMENT.

11. ALL EXISTING STATE, COUNTY, CITY, AND TOWN LOCATION LINES AND PRIVATE PROPERTY LINES HAVE BEEN ESTABLISHED FROM AVAILABLE INFORMATION AND THEIR EXACT LOCATION ARE NOT GUARANTEED.

12. THE CONTRACTOR SHALL REPLACE ALL PAVEMENT MARKINGS IN THEIR ENTIRETY THAT HAVE BEEN DAMAGED BY TRENCH EXCAVATION OR OPERATIONS OF THE CONTRACTOR WITH SIMILAR COLOR AND SIZE THERMOPLASTIC MARKINGS.

13. CITY SHADOW SHOULD BE BROUGHT INTO ALL PROPOSED AND EXISTING MANHOLES/HANDHOLES (I.E. NOT STUBBED SHORT OF ANY STRUCTURES. ALL CITY SHADOW DUCTS SHALL BE TAPED AND TAGGED AS SUCH.

* - ITEM SHOWN ON UTILITY RECORDS, BUT NOT FOUND IN FIELD.

~ - ITEM FOUND IN FIELD, BUT NOT IN UTILITY RECORDS.

6" REVEAL (9" AT CATCH BASINS)* **EXISTING GRANITE CURB TO BE** 1.5" SURFACE COURSE REMOVED AND RESET - 4" HIGH EARLY STRENGTH CEMENT CONCRETE BASE SAWCUT EXIST. PAVEMENT **SIDEWALK GRAVEL BASE AS** - ROADWAY REQUIRED **PAVEMENT** SECTION CRUSHED STONE BASE 18" MAX.

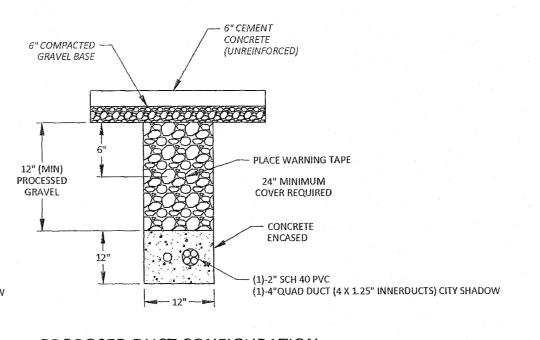
*6" REVEAL TYPICAL. REVEAL MAY VARY FROM 3" TO 9" WITH

PWD APPROVAL.

18" (MIN) PROCESSED 24" MINIMUM COVER REQUIRED CONCRETE **ENCASED** - (1)-2" SCH 40 PVC (1)-4"QUAD DUCT (4 X 1.25" INNERDUCTS) CITY SHADOW PROPOSED DUCT CONFIGURATION **ROADWAY PATCH AND DUCT** BANK INSTALLATION DETAIL

- ASPHALT PAVEMENT

IN 2 COURSES



ALL FIELD DATA ACQUIRED

USING TOTAL STATION

SURVEY EQUIPMENT

PROPOSED DUCT CONFIGURATION

SIDEWALK PATCH AND DUCT **BANK INSTALLATION DETAIL** N.T.S.

PROFESSIONAL ENGINEER

1"= 20 FEET (PRINTED 22X34) 1"= 40 FEET (PRINTED 11X17)

20 60 40 LEGEND CATCH BASIN × ELECTRIC POLE CATV HANDHOLE COMM PEDESTAL LAMP POST E ELECTRIC HANDHOLE TRAFFIC LIGHT CATV MANHOLE (FIRE HYDRANT G DRAIN MANHOLE GAS GATE ELECTRIC MANHOLE GAS METER SEWER MANHOLE IRR IRRIGATION VALVE **TELEPHONE MANHOLE** MAIL BOX WATER MANHOLE PARKING METER(S) POLE ANCHOR GUY SEWER GATE BUSH/SHRUB __O__ SIGN POLE - R/W - RIGHT OF WAY O STEEL POST >--- CULVERT STONE BOUND — FENCE STREET LIGHT GUARD RAIL TEL HANDHOLE ELECTRIC VAULT ↑ TRANSFORMER TRAFFIC HANDHOLE 0 UG CABLE MARKER WG WATER GATE PROPOSED HANDHOLE WM PROPOSED CONDUIT WATER METER

EXISTING UTILITIES SHOWN ARE APPROXIMATE AND NOT WARRANTED TO BE CORRECT. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO BEGINNING ANY EXCAVATION.



CALL BEFORE YOU DIG UNDERGROUND SERVICE ALERT 72 HOURS NOTICE REQUIRED. ENTER 1-888-DIG-SAFE

Mansfield, MA 02048 www.piketelecom.org 1-508-337-7600

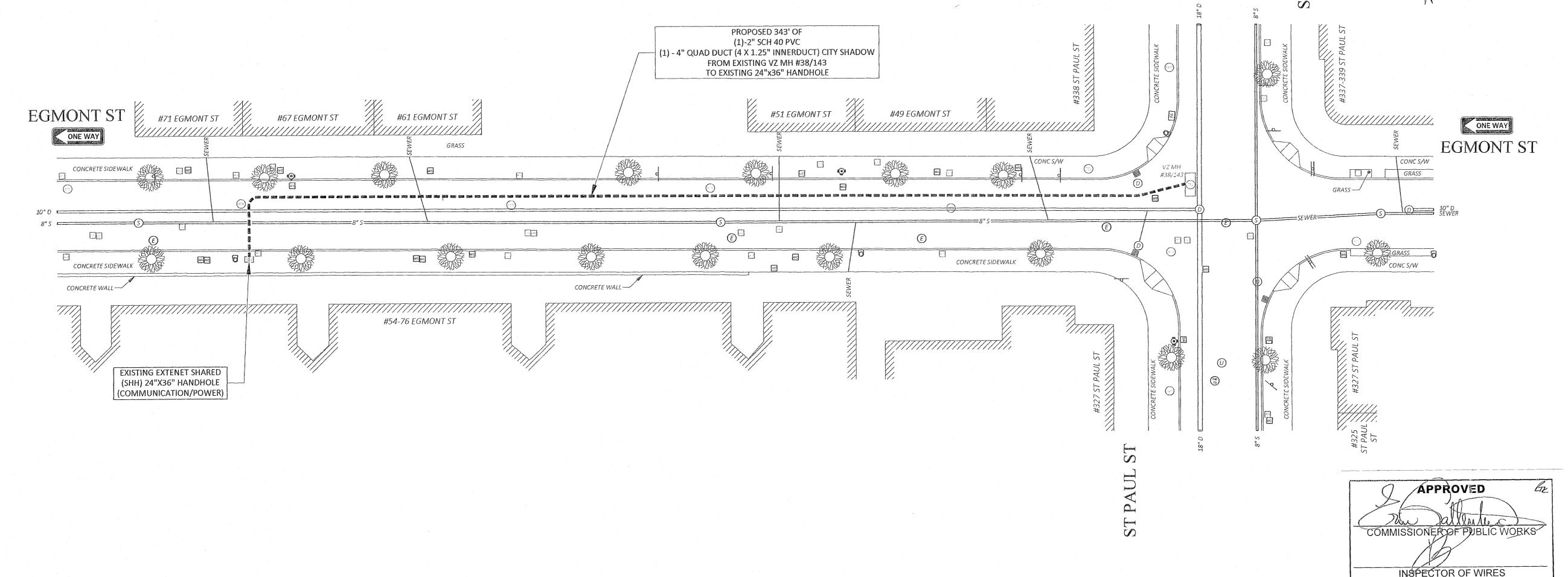
PREPARED FOR:

DESCRIPTION DATE

1A4VEOV - EGMONT ST AT ST PAUL ST VERIZON - PETITION PLAN

SURVEYED BY: PIKE TELECOM PRINT NO: 1 OF 1 SCALE: AS NOTED DRAWN BY: NF AS-BUILT: DATE: 08/13/21

Page: 182



8.A.

Town of Brookline, Massachusetts Project Information for Grant of Location Request

Utility Company	Verizon New Engla	nd Inc.		
Work Order Number	r 1A4VE0V		Petition Date _	6/17/2021
Street		Extents		
72 Egmont St				
Project Description	starting from existin	g manhole, MH38 nding in a westerly et	3/143, located in direction to pro	30' and one (1) new Handhole, the intersection of Egmont Street & posed Handhole located in front
Estimated Start Date	within 30 days of o	btaining permit	Expected Durat	tion <u>7 days</u>
Days and Hours of V	Work <u>Weekdays 7</u>	:30am-3:30pm		
Noise By-Law Waiv	er (required for work	between 7PM-7A	M) yes no	
Road Closures yes /	no If yes, describe the	ne location, timing	, duration, and w	hether abutters will have access
during road closures	·			
				ber of spaces affected and the timing
Resident Access Res	strictions yes no If	yes, describe the re	esidents affected,	and the timing and duration of access
restrictions.				
•	s <u>yes (no</u>) If yes, desc			timing and duration of service
Service Replacemen	ts <u>yes (no</u> If yes, de	scribe the custome		hether the service replacements are

Gas Leak Investigation

Utility requesting Grant of Location: VERIZON	
Location of investigation: EGMONT STREET – S	EE ATTACHED PLAN DATED 6/9/21
Date of investigation:	
Gas leak within project limits or abutting street leak(s).	(<u>ves(no</u>)) If yes, grade and location of gas
Anticipated date of repair if required	
JUMA 72009676	6.23-2021
Authorized Nationalgrid Representative	Date

Please return to: Karen Hersey, PE

Engineering/Transportation Division

333 Washington Street

Brookline, MA 02445

√ verizon√	PETITION	N PLAN	
MUNICIPALITY BR	OOKLINE	VZ. N.E. INC. NO1A4VE0V	
	VERIZON NEW ENGLAND, INC	DATE :JUNE 9, 2021	
SHOWING	PROPOSED INSTALLATION OF CONDU	UIT AND HANDHOLE ON EGMONT ST	
PROPOSED HANDHOLE TO BE PLACED PARCEL ID: 023-01-0(0-54) 54-76 Egmont St	322 ST Paul St PARCEL ID: 023-01-(73-78) 324 ST Paul St PARCEL ID: 023-01-(79-84) 328 ST Paul St PARCEL ID: 023-01-(85-90) 330 ST Paul St	PARCEL ID: 021-01-00 144 Amory St FGMONT ST PARCEL ID: 022-24-0(1-3) 327 ST Paul St PARCEL ID: 022-23-00 325 ST Paul St PARCEL ID: 022-22-0(1-4) 323 ST Paul St PARCEL ID: 022-21-0(1-4) 319 ST Paul St NOT TO SCALE	7)
	LEGEND	SPOROSED HANDHOLE TO BE DIAGED	
	PROPERTY LINE EDGE OF PAVEMENT	PROPOSED HANDHOLE TO BE PLACED EXISTING MANHOLE TO REMAIN	
	EDGE OF ROADWAY	—T—T—T— PROPOSED CONDUIT TO BE INSTALLED	

Town of Brookline, Massachusetts, September 28, 2021

WHEREAS, **Verizon New England, Inc.** has petitioned for permission to lay and maintain underground conduits and manholes for the distribution of telecommunications services under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **Verizon New England, Inc.** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Egmont Street – conduit easterly from existing manhole# 38/143 a distance of about 325 feet thence turning and running southerly a distance of about 18 feet to an existing handhole

Job# 1A4VE0V

Substantially as shown on a plan made by Pike Telecom dated August 13, 2021, on file with said petition.

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2	 Select Board
3	 Members of the
4	 Town of Brookline
E	

CERTIFICATE

Attest:	
_	Clerk of the Town of Brookline, Massachusetts

Town of Brookline, Massachusetts, September 28, 2021

WHEREAS, **Verizon New England, Inc.** has petitioned for permission to lay and maintain underground conduits and manholes for the distribution of telecommunications services under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **Verizon New England, Inc.** be and hereby is granted permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Egmont Street – conduit easterly from existing manhole# 38/143 a distance of about 325 feet thence turning and running southerly a distance of about 18 feet to an existing handhole

Job# 1A4VE0V

Substantially as shown on a plan made by Pike Telecom dated August 13, 2021, on file with said petition.

All construction work under this Order shall be in accordance with the following conditions:

- The conduits and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to the Board of Selectmen or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the Town when the work is completed.
- In every underground main line conduit constructed by said Company hereunder, said Company shall install one separate conduit for the exclusive
 use of the Town in accordance with technical specifications for such separate conduit developed by the Town. Said Company shall maintain said
 separate Town conduit free of charge.
- 3. Said Company shall indemnify and save the Town harmless against all damages, costs and expense whatsoever to which the Town may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the Town.
- 4. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Five Thousand Dollars (\$5,000) (reference being made to the bond already on file with said Town) conditioned for the faithful performance of its duties under this permit.
- 5. Said Company shall comply with the requirements of existing by-laws, as well as regulations of the Town and requirements of by-laws and regulations of the Town as may hereafter be adopted by the Town governing the construction, installation, maintenance and use of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.
- 6. The grant-of-location hereunder is for the sole use and occupation of said Company hereunder. No other company or entity may utilize said grant-of-location at any time. Any other company or entity must apply to the Board of Selectmen, in writing, for a grant-of-location, pursuant to Town regulations and by-laws.

1	
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5	

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit: - after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on **September 28, 2021**, at the Town Hall in said Town.

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CERTIFICATE

Attest:		
-	Clerk of the Town of Brookline,	Massachusetts

Town of Brookline, Massachusetts, September 28, 2021

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CERTIFICATE

Attest:		
-	Clerk of the Town of Brookline,	Massachusetts



TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

September 20, 2021

Dear Property Owner:

Attached you will find a notice of a public hearing to be held on the petition of Verizon New England, Inc. (Verizon) to install underground conduit in Egmont Street near your property.

Verizon has requested the location to provide new services. New conduit in Egmont Street is proposed to run easterly from existing manhole# 38/143 at the intersection with St. Paul Street a distance of about 325 feet thence turning and running southerly a distance of about 18 feet to an existing handhole.

If you have no objection to the granting of this location, it is not necessary for you to attend the hearing.

If you have any questions regarding this hearing, you may contact Karen Hersey in the Engineering/Transportation Division at 617-264-6464.

Sincerely,

Erin Gallentine

Commissioner of Public Works

Cc: Town Meeting Members Precincts 1 and 2

TOWN OF BROOKLINE

PUBLIC HEARING

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a public hearing will be held with remote participation via Zoom on **September 28, 2021 at approximately 7:15 PM** upon the petition of **Verizon New England, Inc.** for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way(s):

Egmont Street – conduit easterly from existing manhole# 38/143 at the intersection with St. Paul Street a distance of about 325 feet thence turning and running southerly a distance of about 18 feet to an existing handhole

Access information is provided below and at www.brooklinema.gov/calendar under the September 28, 2021 Select Board meeting details where a live attendee link is available.

Attendee link:

https://brooklinema.zoomgov.com/webinar/register/WN TqOE0vRMS1i7ClxwXFc ng

Call in Number: 1-646-828-7666

Webinar ID: 160 662 9015

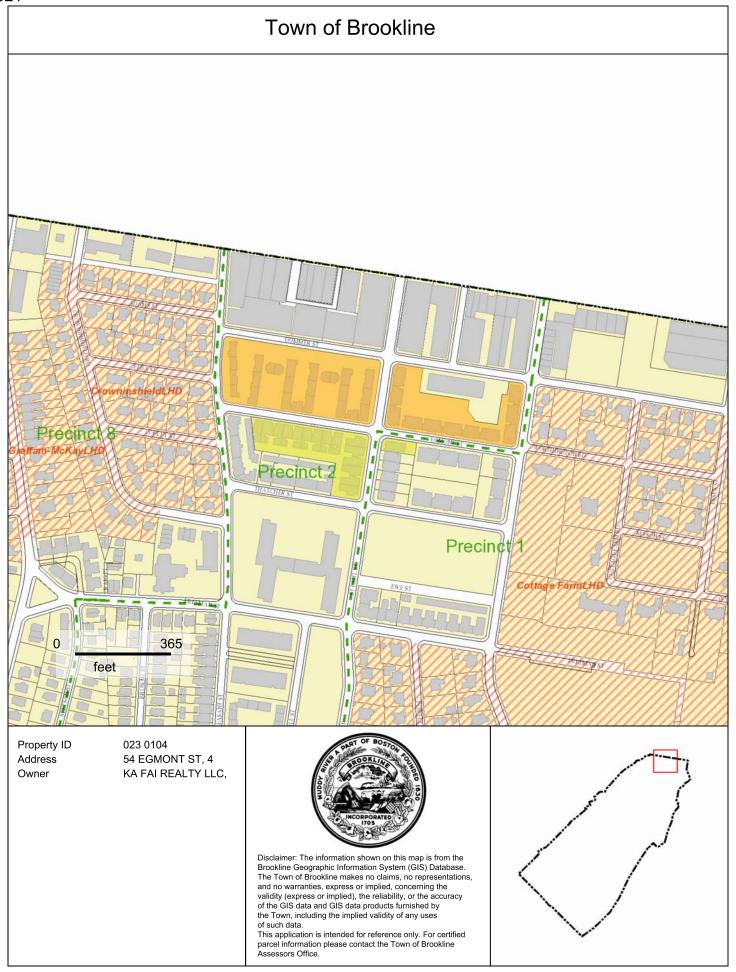
Passcode: 41872169

SELECT BOARD

By: Melvin A. Kleckner Town Administrator

Verizon New England 385 Myles Standish Blvd Taunton, MA 02780 Attn: Karen Levesque

Department of Public Works: Engineering Division Highway Division Building Department: Inspector of Wires



327 ST PAUL CONDO TR, 327 ST PAUL ST BROOKLINE, MA 02446 DODD, JAMES LEAO, MARIA 72 BARROW ST #3M NEW YORK, NY 10014 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

330 SAINT PAUL ST LLC, 335 LAKE AVE #1 NEWTON, MA 02461 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

759 REAL ESTATE LLC, 759 BOYLSTON ST CHESTNUT HILL, MA 02467EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

AHMED, SHEHLA A 330 ST PAUL ST #1 BROOKLINE, MA 02446 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

ANDERSON, MARTIN R 74 EGMONT ST #6 BROOKLINE, MA 02446 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

BABYONYSHEV, ET AL, ALEXANDER & NATALYA 324 ST PAUL ST #5 BROOKLINE, MA 02446 EGMONT PARK 38 CONDOS LLC, 258 MAIN ST SUITE 1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

BABYONYSHEV, MARINA & NADIA 72 EGMONT ST #4 BROOKLINE, MA 02446EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

BERMAN-ROSSI, LUCIA 109 PLEASANT ST CAMBRIDGE, MA 02139 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

BROOKLINE HOUSING AUTHORITY, 90 LONGWOOD AV BROOKLINE, MA 02446

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

BROOKLINE HOUSING AUTHORITY, 90 LONGWOOD AV BROOKLINE, MA 02446 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK CONDO TRUST, C/O MAIN STREET REALTY, 167 COREY RD #215 BRIGHTON, MA 02135

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 GREENSPAN, TIMOTHY T 76 EGMONT ST #76-B BROOKLINE, MA 02446

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 HOURANI TR, AFAF J 318 ST PAUL ST #3 BROOKLINE, MA 02446

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 INBAR, NOAH & GALIT 45 WARREN RD NEWTON, MA 02468-1222

EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 EGMONT PARK 38 CONDOS LLC, C/O MAIN STREET REALTY, 258 MAIN ST #1 MEDFIELD, MA 02052 KA FAI 88 LLC, 17 HIGHGATE ST # B ALLSTON, MA 02134

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KA FAI REALTY LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134	KAI FEUNG 88 LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134	SUGARMAN, DAVID M KACHKA, FLORINA 66 EGMONT ST #1 BROOKLINE, MA 02446
KA FAI REALTY LLC,	KAI FEUNG REALTY LLC,	WANG DAT 88 LLC,
17 HIGHGATE ST #B	17 HIGHGATE ST #B	17 HIGHGATE ST #B
ALLSTON, MA 02134	ALLSTON, MA 02134	ALLSTON, MA 02134
KA FAI REALTY LLC,	KAI FEUNG REALTY LLC,	WANG DAT 88 LLC,
17 HIGHGATE ST # B	17 HIGHGATE ST #B	17 HIGHGATE ST #B
ALLSTON, MA 02134	ALLSTON, MA 02134	ALLSTON, MA 02134
KAI FEUNG 88 LLC, 17 HIGHGATE ST # B ALLSTON, MA 02134	KAI FEUNG REALTY LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134	WANG DAT 88 LLC, C/O WANG DAT REALTY TRUST LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134
KAI FEUNG 88 LLC,	LU, RITA DOREEN	WANG DAT 88 LLC,
17 HIGHGATE ST #B	327 ST PAUL ST #3	17 HIGHGATE ST #B
ALLSTON, MA 02134	BROOKLINE, MA 02446	ALLSTON, MA 02134
KAI FEUNG 88 LLC,	MARSHALL, JAMES P & ESTHER	WANG DAT 88 LLC,
17 HIGHGATE ST #B	327 ST PAUL ST #2	17 HIGHGATE ST #B
ALLSTON, MA 02134	BROOKLINE, MA 02446	ALLSTON, MA 02134
KAI FEUNG 88 LLC,	MAYFIELD, SABRA	WANG DAT 88 LLC,
17 HIGHGATE ST #B	316 ST PAUL ST #00B	17 HIGHGATE ST #B
ALLSTON, MA 02134	BROOKLINE, MA 02446	ALLSTON, MA 02134
KAI FEUNG 88 LLC,	MOKHTARI-DIZAJI, REZA	WANG DAT 88 LLC,
17 HIGHGATE ST #B	316 ST PAUL ST #1	17 HIGHGATE ST #B
ALLSTON, MA 02134	BROOKLINE, MA 02446	ALLSTON, MA 02134
KAI FEUNG 88 LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134	RAPP, FRANK NICHTER, SUSAN D 316 ST PAUL ST #5 BROOKLINE, MA 02446	WANG DAT 88 LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134
KAI FEUNG 88 LLC,	SANIEOFF, SIEON	WANG DAT 88 LLC,
17 HIGHGATE ST #B	P O BOX 702	17 HIGHGATE ST #B
ALLSTON, MA 02134	BROOKLINE, MA 02446	ALLSTON, MA 02134

WANG DAT 88 LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134 YOU, DALE 131 N 20TH ST #1 PHILADELPHIA, PA 19103

WANG DAT 88 LLC, 17 HIGHGATE ST # B ALLSTON, MA 02134 YOU, HAIDONG TIAN, WANGNI 335 LAKE AVE NEWTON, MA 02461

WANG DAT 88 LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134

WANG DAT REALTY TRUST LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134

WANG DAT REALTY TRUST LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134

WANG DAT REALTY TRUST LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134

WANG DAT REALTY TRUST LLC, 17 HIGHGATE ST #B ALLSTON, MA 02134

WAXMAN, JANET 68 EGMONT ST #3 BROOKLINE, MA 02446

WEI, HONG YUANKUN, NI 36 CHAMPA ST NEWTON, MA 02464

YAO, ALLAN Y & HUAI CHUN WEI, XUE PING 7 PARKSIDE DR JAMAICA PLAIN, MA 02130 Ana Albuquerque 24 Euston Street Unit 2 Brookline, MA 02446 Barbara O'Brien 81 Egmont Street Unit 2 Brookline, MA 02446 Linda Pehlke 48 Browne Street Unit 2 Brookline, MA 02446

Neil Gordon 87 Ivy Street Brookline, MA 02446 James Franco 126 Amory Street Unit 3 Brookline, MA 02446 Judith Kidd 76 Parkman Street Unit 1 Brookline, MA 02446

Paul Warren 71 Carlton Street Brookline, MA 02446 Caitlin Studdard 136 Pleasant Street Unit 2 Brookline, MA 02446

Livia Schachter-Kahl 200 Saint Paul Street Unit 2 Brookline, MA 02446

Robert Schram 47 Monmouth Street Brookline, MA 02446 Diana Spiegel 39 Stetson Street Brookline, MA 02446

Davis Wimberly 57 Pleasant Street Brookline, MA 02446

Cathleen Cavell 27 Monmouth Court Brookline, MA 02446 Stanley Spiegel 39 Stetson Street Brookline, MA 02446

Susan Roberts 69 Green Street Brookline, MA 02446

Alexandra Metral 42 Beech Road Brookline, MA 02446

Jennifer Englund 116 Pleasant Street Unit 3 Brookline, MA 02446 Elijah Ercolino 2 Euston Street Unit 4 Brookline, MA 02446

Carol Hillman 287 Kent Street Unit 2 Brookline, MA 02446 Benjamin Hellerstein 83 Browne Street Brookline, MA 02446 Sean Lynn-Jones 53 Monmouth Street Brookline, MA 02446

Kate Silbaugh 68 Amory Street Brookline, MA 02446 Jane Piercy 8 Still Street Unit 7 Brookline, MA 02446 Lisa Liss 74 Parkman Street Unit 1 Brookline, MA 02446

Bettina Neuefeind 20 Amory Street Brookline, MA 02446

John Shreffler 60 Browne Street Unit 6 Brookline, MA 02446 Deborah Brown 26 Parkman Street Unit 1 Brookline, MA 02446

Helen Herman 1126 Beacon Street Unit 1 Brookline, MA 02446 Rita McNally 230 Saint Paul Street Brookline, MA 02446

Charles Terrell 83 Ivy Street Unit 34 Brookline, MA 02446



TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

Erin Chute Gallentine Commissioner

71 SEP 1 MAR 1 1

Warrant Article Petition

Petitioner:

Erin Gallentine, Commissioner, Department of Public Works

Address:

333 Washington Street, Brookline, MA 02445

Telephone:

617-730-2166

Email:

egallentine@brooklinema.gov

Date:

September 1, 2021

Cc:

Robert King, Director of Engineering & Transportation

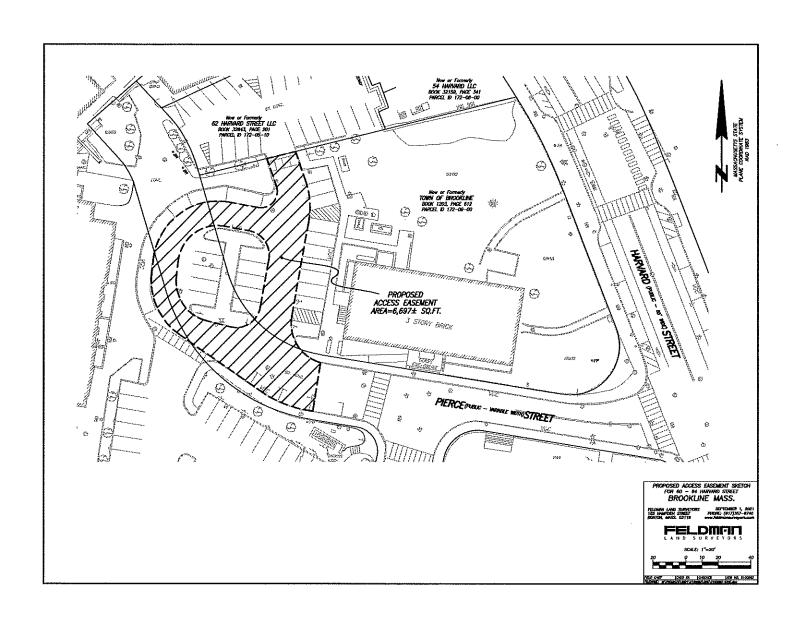
ARTICLE ___.

To see if the Town will authorize and empower the Select Board to grant an access easement to 62 Harvard Street LLC, a limited liability company duly organized and existing under the laws of the Commonwealth of Massachusetts, and the owner of 60-64 Harvard Street, Brookline, Massachusetts (Assessor's Parcel ID # 172-05-10) or one of its successors or assigns, for One Dollar (\$1.00); and other good and valuable consideration upon terms and conditions that are in the best interest of the town; said grant of easement is for the relocation of the prior access to the 60-64 Harvard Street lot; said access easement to be located over a portion of land now known as Pierce Street and a portion of land at the Public Health Department lot at 11 Pierce Street, Brookline, Massachusetts (Assessor's Parcel ID # 172-09-00) comprising approximately 6,697 +/- square feet as substantially shown on the plan submitted herewith entitled "Proposed Access Easement Sketch for 60-64 Harvard Street, Brookline, Mass." prepared by Feldman Land Surveyors dated 09/01/21, as may be amended, said plan on file with the Town Clerk. Said Plan and Easement Agreement to be recorded at the Norfolk County Registry of Deeds upon acceptance by the Select Board.

Or act on anything relative thereto.

Explanation:

Access to the private parking lot at the rear of 60-64 Harvard Street was formerly off of the end of Pierce Street, a public way. In 1997 when the town redesigned the Public Health building parking lot that portion of Pierce Street was discontinued, and a new walkway with curbing was created blocking the original access to 60-64 Harvard Street. At that time, the town provided a new curb cut and new access and egress point from the new location of Pierce Street (the existing one-way circle) and over a portion of the Public Health Department building lot at 11 Pierce Street. However, the town did not record any of the documentation showing the discontinuance or new access/egress point. This easement will be recorded at the registry in order to resolve/clear the existing title issue for the 60-64 Harvard Street property.





Commissioner

TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

Interoffice Memorandum

To: Select Board

Land Use, Zoning and Sustainability Advisory Subcommittee

From: Robert T. King, PE – Director of Engineering and Transportation

Erin Chute Gallentine - Commissioner of Public Works

Date: September 28, 2021

Re: Brookline Town Meeting ARTICLE 5

Cc: Mel Kleckner, Town Administrator

Warrant Article 5 is being proposed to formally address a modification on the Town Center campus created in 1997 as part of the the Town's *Town Center Renewal Project PW/97-3*.

Generally, the intent of this project was to improve overall pedestrian safety and access and create a safe pick-up and drop-off area for students associated with the Pierce School. Work associated with this project also included:

- removal of existing paving, sidewalks, steps, and curb
- two new parking lots and access
- new landscape plaza in front of Town Hall
- bell tower, benches, bicycle racks, trash containers, and site lighting
- accessible ramp and interior accessible lift at the Health Center
- new accessible path, steps and walk at Pierce School

During design and construction, it was determined that the Town would need to relocate access to a parking lot associated with 60-64 Harvard Street. This parking lot was originally accessed from a portion of Pierce Street that remained after the construction of the Pierce School. The original access location is identified by the red arrow seen in Image No. 1 below.

Based on conversations with employees in the Engineering and Transportation Division, the project team and the property owners worked collaboratively and communicated well during the 1997 Renewal Project and everyone was satisfied with the outcome once the project was finalized. Once complete, it was anticipated that the Town would work to provide an access easement to the relocated entrance of the parking lot so that the owner(s) could continue to access the parking lot without issue. The relocated access location is identified by the red arrow seen in Image No. 2 below. Based on a review of available records however, this access easement was never completed and recorded.

The Department of Public Works respectfully requests that the Town authorize (through a positive Town Meeting vote) the Select Board to grant an access easement to 62 Harvard Street LLC and the owner(s) of 60-64 Harvard Street, for an access easement to be located over a portion of land now known as Pierce Street and a portion of land at the Public Health Department.

Final documents are currently being prepared and will be reviewed and approved as to form by the Engineering and Transportation Division and Town Counsel prior to the Town Meeting vote. We appreciate your support with this general housekeeping item.

Image No. 1: Old Access (pre-project)

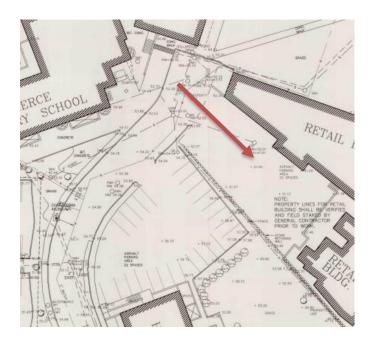
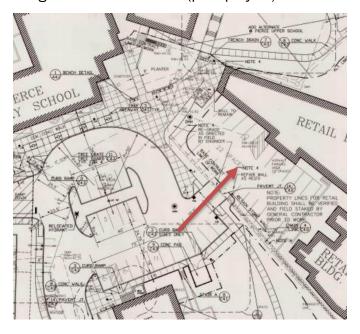


Image No. 2: New Access (post-project)





TOWN OF BROOKLINE

Massachusetts

DEPARTMENT OF PUBLIC WORKS

"215EP 1#49:01

Warrant Article Petition

Petitioner:

Erin Gallentine, Commissioner, Department of Public Works

Sarah Kaplan, American with Disabilities Act (ADA) Coordinator, Office of

Diversity, Inclusion, and Community Relations

Address:

333 Washington Street, Brookline, MA 02445

Telephone:

617-730-2166

Email:

egallentine@brooklinema.gov

Date:

September 1, 2021

ARTICLE ____.

To see if the Town will amend the General By-Laws, Part VII, Streets and Ways, Article 7.5, General Prohibitions, Section 7.5.11, Obstructions, as follows (additions are underlined and deletions appear in stricken text):

ARTICLE 7.5 GENERAL PROHIBITIONS

SECTION 7.5.11 OBSTRUCTIONS

- (a) No person shall place or cause to be placed in any street or upon any sidewalk of the town, any object, material, lumber, coal, iron, trunk, bale, box, crate, cask, package, article, or anything whatsoever so as to obstruct a free passage for travelers, nor shall any Property Owner or Property Manager allow vegetation from any property under their control to obstruct free passage on the sidewalks or ways contiguous to such property. allow any of the same to remain more than one hour after being notified Upon notification by a police officer an authorized agent of the Town to remove it, said obstruction must be removed. it, except that nNothing herein contained shall be construed to prevent the use of streets and sidewalks for building construction or temporary storage purposes upon obtaining a permit from the Town Select Board. For purposes of this Section, "Property Owner" shall mean the legal owner of record of real property as listed by the tax assessor's records and "Property Manager" shall mean any tenant in possession or person or entity in control of real property, including, but not limited to, a condominium association.
- (b) The Commissioner of Public Works shall have the authority to promulgate regulations to implement the provisions of this By-Law, subject to the approval of the Select Board.
- (c) Compliance period: Any roadway or sidewalk obstruction shall be removed within one hour after notification to remove it except that a vegetative sidewalk

obstruction shall be removed within the period established by regulation or within 21 days, whichever is shorter.

(d) <u>Violations of this By-Law and its regulations shall be subject to the following penalties in accordance with Article 10.1., in addition to applicable court costs for any enforcement actions taken.</u>

Failure to remove a vegetative sidewalk obstruction within the compliance period following the initial notification shall constitute a First Offense. An obstruction remaining after this initial compliance period shall cause a second notification to be issued, which shall begin a second compliance period; failure to remove the obstruction within this second compliance period shall constitute a Second Offense, and similarly for subsequent notifications, compliance periods, and penalties. Penalties are cumulative.

First Offense	\$100.00
Second Offense	\$200.00
Each Subsequent Offense	\$300.00

For all other roadway or sidewalk obstructions, failure to remove an obstruction within the compliance period after notification shall constitute a First Offense. Repeated obstructions and repeated failures to comply shall be deemed Second and Subsequent Offenses.

First Offense	\$25.00
Second Offense	\$50.00
Each Subsequent Offense	\$100.00

Or act on anything relative thereto.

B. Article Explanation

ARTICLE ___

<u>Submitted by</u>: Erin Gallentine, Commissioner of Public Works
Sarah Kaplan, American with Disabilities Act (ADA) Coordinator, Office of Diversity, Inclusion, and Community Relations

The article proposes amending the General By-Laws, Section 7.5.11 Obstructions to remove obsolete language and to provide the Town, in particular the Department of Public Works (DPW), with the specific authority to enforce removal of vegetative sidewalk obstructions. Overgrown vegetation is the most common obstruction impacting safe, equitable, compliant and fair access to the public way for all.

Hedges, bushes, low-hanging branches, grasses and other obstructive vegetation that intrude on the public way can inhibit or obstruct safe passage – and sometimes block ALL passage – for some or all pedestrians, especially those with mobility devices (wheelchairs, walkers, canes, etc.), baby carriages, or strollers. Low growth vegetation protruding over the sidewalks may also present tripping hazards. Blind residents report being "struck in the face" by low hanging tree branches or other overgrowth that they cannot see, or detect with an aid, in order to avoid.

9.A.

An examination of reports in BrookONline and on-site observations by members of the Town's Pedestrian Advisory Committee show that this is a wide-spread problem affecting all of Brookline's precincts. While DPW, working with the Commission on Disability and the Town's ADA Coordinator, has made significant efforts over the past year to raise public awareness of property owner responsibilities, DPW lacks specific authority for enforcement. The proposed By-Law changes seek to address this gap.

Deficiencies in the current By-Law Section 7.5.11 Obstruction include the following:

- Only objects "placed" on sidewalks are specifically prohibited. Town Counsel has indicated that this does not clearly enough cover vegetation that grows into the sidewalk space.
- States that obstructions must be removed within an hour after notification not generally feasible for foliage.
- Does not provide fines for vegetative sidewalk obstructions of any kind.
- Contains obsolete examples such as "coal" and "bale."
- Does not provide for notification to property owner by anyone other than a police officer.

The proposed By-Law revision would address these shortcomings by explicitly including vegetative obstructions as prohibited, replacing "police officer" with "authorized agent of the Town", establishing a schedule of monetary penalties, and incorporating language from the current Article 8.3.1 Leaf Blower Control.

The proposed level of fines for vegetative obstructions is commensurate with the \$100 penalty for a vehicle blocking a handicap parking space or a curb ramp. A vegetative obstruction can similarly deny to individuals with disabilities and others the use of a portion of the public way for a long period of time: the compliance period after initial notification (aka "grace period") is much longer for vegetative obstructions than for other types (twenty-one days versus one hour). It is not always feasible to prune a tree or cut back a shrub or other vegetation immediately; the property owner may have to hire a contractor to perform the work. The fines should be substantive enough that property owners have no incentive to postpone maintaining their vegetation, including during property renovation or transfer. Allowing substantial restrictions of the public way to remain longer than 21 days is a serious hardship, inequity and danger to pedestrians.

These proposed changes in By-Law Section 7.5.11 support Brookline's commitments to accessibility, sustainability, and public safety.

HOME RULE PETITION

21 SEP 2 #10:01

Submitted by: Bonnie Bastien (TMM 5), Wake Toffel (TMM 8). Elizabeth Schafer (TMM 10), Marissa Vogt (TMM 4), Jeffrey Benson (TMM 3), and Anne Weaver (TMM 11)

To see if the Town will authorize and empower the Select Board to file a petition with the General Court for special legislation as set forth below:

AN ACT EXEMPTING THE TOWN OF BROOKLINE FROM IN PERSON QUORUMS.

Provided that the General Court may reasonably vary the form and substance of this requested legislation which s_n^I all be within the scope of the general public objectives of this petition, be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as f_{ollows} :

SECTION 1. The town of Brookline shall be exempt from the provision of chapter 30, section 20(d), that requires that a quorum of the body, including the chair, be present at an in-person meeting location (specifically, from "and provided, further, that a quorum of the body, including the chair, are present at the meeting location").

SECTION 2. This act shall take effect upon its passage.

Or act on anything relative thereto

Page: 205

Explanation

This resolution and home rule petition seek to lead Brookline to provide audiovisual accessibility for all public body meetings subject to Open Meeting Law (OML), and to extend the option for fully remote participation in such meetings, which would otherwise not be possible once Massachusetts' emergency OML provisions expire.

SUMMARY

In particular, we are proposing:

- (1) a resolution that asks the Town to acquire and install audiovisual equipment in municipal conference and hearing rooms, and conduct relevant training to enable audiovisual remote participation at all meetings subject to OML held by executive branch public bodies, the Advisory Committee (AC), and the Committee on Town Organization and Structure (CTO&S)--as well as all committees created pursuant to Town Meeting votes. The resolution asks the Town to complete these tasks by November 1, 2022, providing a year for implementation; and
- (2) a home rule petition seeking the State Legislature to exempt Brookline from the Massachusetts OML clause that stipulates that public body meeting quorum requirements must be met by the chair and other members attending in person. The home rule petition would make it legally permissible-but not required-for meetings of public bodies to be conducted fully remotely, as has occurred during the COVID emergency.

If Town Meeting passes the resolution and the Town enacts it *and* if Town Meeting passes the home rule petition and the Massachusetts legislature enacts it, the Brookline public bodies listed above would have discretion to decide which of its meetings would be hybrid and which would be fully-remote, but limiting meetings to only in-person attendance would not be allowed.

RATIONALE

Massachusetts' emergency OML provisions have allowed public meetings to occur fully remotely over the past 18 months, which has created never-before-seen access for residents to participate in Town government both as meeting attendees AND as members of a public body. Remote work and virtual meetings at this scale have been an accessibility accommodation that the disability community and organizations like the Boston Center for Independent Living have long been calling for. Dianna Hu, chairperson of the Boston Center for Independent Living, called remote participation "the latest manifestation of universal design." Universal design is the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability, or disability. Examples of such accessibility features include sidewalk curb cuts, elevators, and video closed captioning. We have an opportunity to maintain the access created in the response to a crisis, and we should maintain this critical civic tool after the pandemic subsides.

These articles set Brookline on the path toward removing access barriers to those most often excluded from engaging in Town government, better enabling them--and all Town residents--to serve as public body members and to attend public body meetings. Those who especially benefit include residents whose work requires inflexible hours, who work multiple jobs, who are parents or caregivers who lack alternative care options, those who cannot drive or lack transit access, people with health challenges, and people with disabilities. Policies created within our public bodies can have a large impact on the people who are most excluded from participating in them. The ability to attend meetings remotely has eliminated critical access barriers to a "seat at the table" for the past 18 months. We must not return to an inequitable past as we move forward after the pandemic.

These articles strive to maintain the option for a public body to meet fully remotely, but leave the decision to public bodies of whether and when to do so, or else to meet in-person while providing access for some to participate remotely (that is, hybrid). When the public body chooses to meet fully remotely, this would remove an in-person setting — as we have experienced over the past 18 months. Though this option might cause concern for members and other attendees who prefer to attend meetings in person, that inconvenience is outweighed by the benefit of increasing access for all residents. We expect that public bodies would use their discretion of whether to meet in a hybrid or fully-remote manner by making decisions on a case-by-case basis based on the needs of their members and attendees—and the meeting's agenda items.

Researchers at Boston University studied public meeting participation in nearly 100 Massachusetts municipalities during the first six months of the pandemic and found strong evidence that Zoom meetings do not depress meeting turnout from older community members

(https://www.housingpolitics.com/research/online_meetings_participation.pdf). They did not find that remote meetings increased participation by underrepresented groups, but noted that individuals in these groups were also disproportionately grappling with job losses, childcare burdens, and other challenges during the study period. Additionally, their study included only planning board and zoning board meetings, which are even less likely to be attended by renters and other residents from underrepresented groups (Yoder 2020, American Political Science Review, 114, 4, 1213–1229, http://stanford.edu/~yoderj/localmeetings.pdf).

These warrant articles maintain the spirit of the Open Meeting Law and improve on the OML to account for today's technological capabilities. The pre-COVID OML requires an in-person quorum, including the chair, for public meetings but explicitly carves out an exception for local commissions on disability, recognizing the importance of remote participation to certain subsets of the community. The OML states that "(i)f a local commission on disability is authorized to utilize remote participation, a physical quorum of that commission's members shall not be required to be present at the meeting location" but that the commission chair or their representative must still attend in person

(https://malegislature.gov/laws/generallaws/parti/titleiii/chapter30a/section20). Our collective experience over the past 18 months shows that we have the technology needed to suspend the in-person quorum requirements for *all* public bodies, not just local commissions on disability, and still run meetings efficiently and successfully.

To enable all who wish to attend meetings remotely (whether the meeting is fully-remote or hybrid), the Town must remove any access barriers. For example, the public library already lends laptops and hotspots and could increase their communications to ensure residents know about this resource. Librarians (or others) could train residents to use the audio-visual software necessary to participate, such as Zoom. The Town should also engage with Brookline Interactive Group (BIG) and other partners to facilitate remote participation.

Ensuring all residents are fully able to access and participate in the public sphere--such as requirements to provide curb cuts, elevators, and closed captioning--requires investment. Ensuring remote access to public meetings is no different. It is fairly straightforward to extend the option of holding remote-only meetings by maintaining Zoom accounts necessary to support that option, as the Town has used since March 2020. In contrast, enabling hybrid meetings requires investment in in-room cameras, monitors, and projectors. Those public bodies that currently benefit from staff support (e.g., Select Board, Advisory Committee, and the Transportation Board) could have those existing staff members activate and deactivate the technology, incurring virtually no additional staff cost —beyond a few hours of initial technical training. For those public bodies that do not currently benefit from staff support, Town staff or others would need to create video training sessions for a member or a volunteer to activate and deactivate the technology. In addition, an IT helpdesk might need to be staffed to provide immediate technical support if problems arise.

The Select Board Hearing Room has audiovisual equipment already installed. The Office of the Select Board provided cost estimates for the other hearing room and municipal conference rooms. The audiovisual equipment and installation for the School Committee Hearing Room would cost about \$20,000. The cost to equip all 12 municipal conference rooms with audiovisual technology is estimated to be up to \$150,000 (including staff time), although it could be less depending on the technology chosen for each room.

Home Rule Petition to exempt Brookline from in-person quorum rules.

Warrant Article signature page
Primary Petitioners - Bonnie Bastien ps and Mike Toffel ps
SIGNATURES (Ten registered voters required)

The following registered Brookline voters support the attached submitted article.

SIGNATURE	print name	<u>Address</u>
1. Life Snew	Kyk Sherson	38 Oakland Rd.
2. CARR. R. KWO	Carol D. Kao	39 Oakland Rd
3. Sustru 7 Kur	JUSTIN F. KUO	39 CAKLAND RD
4. URgan/Blel	Ryan Black	10 Davig AND
5. ZeAV	Ray Fornandez	99 Beals St.
6. antifut	Christina Kovach	99 Beck St.
7. Anel Hadring	Avrel Maddaks	64 Ginggs Rd
8. 2	Emy kkingmi	1953 Boscolist #32
9.	Christopher Strungs	1455 Bescon St # 32
10.	Jenathan Klin	150 St. Par + 406
11. Thighel Mill	Elizabeth Neill	129 St. Paul St. #3
12. Colnelie van der Zie	Cornelia vender Evel	100 Wolf Rd
13. alesto duta	Elizabeth Schafer	28 James St #3
14. Pat Dhy	Robert Lepson	36 Thorndike St. P9
15. Maron Jourt	- Nami Sweitzer	14 Griggs Terr
16. Christo	Andrew Shalit	14 Criggs Ter 7 10
17. Kolyn Feldberg	Roslyn Feldberg	150 (Beacon #806 P10
18. Class Feldberg	Ross Feldberg	1501 Beacon ST 4806 10
19. 100	Lilly Gaehde	7 angas Ter
20. 1/808ma	HELENE SUSSITAN	15 Griggs Ter.
21. leta, alt	Ethan R. Colton	15 Griggs Ter
22 auder	Anne Weaver	1) Griggs Ter 87 Mason Ter PII
23	DAVID GACIOCY	18 Stooned RO P13
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Submitted by: Bonnie Bastien (TMM 5), Michael Toffel (TMM 8), Elizabeth Schafer (TMM 10), Marissa Vogt (TMM 4), Jeffrey Benson (TMM 3), and Anne Weaver (TMM 11)

To see if the Town will adopt the following Resolution:

WHEREAS, the temporary COVID provisions that suspended the Massachusetts Open Meet Law (OML) requirement that quorum must be in-person resulted in never-before-seen accessibility for civic participation via remote meeting access; and

WHEREAS, those COVID provisions are set to expire on April 1, 2022; and

WHEREAS, a reversal from this greater accessibility will dampen residents' ability to attend meetings and serve as members of public bodies; and

WHEREAS, the technology required for audio visual accessibility is becoming more common and less expensive; and

WHEREAS, audiovisual accessibility accommodation is something many in disability communities and organizations have been fighting for for years; and

WHEREAS, policies and decisions our public bodies make can have a large impact on the people who are most excluded from participating in those public bodies; and

WHEREAS, the ability to attend meetings remotely has eliminated critical access barriers to a "seat at the table" for the past 18 months; and

WHEREAS, we must not return to an inequitable past as we move forward after the pandemic.

NOW THEREFORE BE IT RESOLVED THAT:

- Brookline Town Meeting calls on the Select Board to equip all municipal conference and hearing rooms with audiovisual equipment to enable all public bodies meeting under OML to provide audiovisual participation access for attendees and members by no later than November 1, 2022; and
- 2. Brookline Town Meeting calls on the Select Board, Moderator, and others who appoint public bodies to, once the legal and technological hurdles are surmounted, insist that all Brookline public bodies meeting under OML meet in a hybrid or fully remote manner rather than via the tradition of meeting in-person providing only telephone access to those seeking to participate remotely; and
- 3. The Town of Brookline should consider using non-traditional funding sources to fund the technology and training necessary to support public bodies meeting in a hybrid manner.

Or act on anything relative thereto.

Explanation

This resolution and home rule petition seek to lead Brookline to provide audiovisual accessibility for all public body meetings subject to Open Meeting Law (OML), and to extend the option for fully remote participation in such meetings, which would otherwise not be possible once Massachusetts' emergency OML provisions expire.

SUMMARY

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Resolution to equipall Monicipal conference & hearing rooms w/audiovisual tech for hybrid accessibility

Warrant Article signature page

Primary petitioners - Bonnie Bastien TMM 5 Mike Toffel TMM 8

SIGNATURES (Ten registered voters required)

The following registered Brookline voters support the attached submitted article.

SIGNATURE	print name	Address
1. The Suisa	Kyk Shersetu	38 Oakland Rd.
2. Colled D. Kur	Carol D. Kup	39 Oakland 172
3. Just 7 Kyp	JUSTIN F. KUO	39 CAKLAND RD
4. Den Jeul	Ryan Black	10 Davis Avo
5. Rely	Raul Fernander	99 Beals St.
6. (1. F. G.)	Christing Karach	99, Beals St.
7. 9 reffreder	Ariel Maddorks	Coy Gragge Rd
8.	Chy Akinami	HSS Beller J. #32
9.	Chastosho Stringels	1455 Begcon St #32
10. Comb Nath	Jonathan Klin	150 St /al #406
12. Cornelia van der Zoel	Elizabeth Neill Cornelia vanderties	129 St. Paul St. #3
13. Elealet Silate	Elizabeth Schafer	100 lebl cott Rd
14. This Dan	Robert Leason	28 James St #3
15 Marion Aux	Naomi Sweitzer	36 Thorndike St. 99
16. Chard	Andrew Sholes	14 Griggs Terr p10
17. Jelyn fildberg	ROSLYN Feldberg	1501 Beken #806 P10
18. Ras Feldhart	Ross Feldberg	1501 Beacon #806 P10/
19.	LIN Gaende	7 anggs Ter
20. Jun 20	Anne Weaver	87 Mason Terrace PII
21.	DAVID GACIOCH	18 Spooner RD P13
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Proposed Warrant Article to require documentation of roll call votes August 29, 2021

71 AK 31 A6.34

Submitted by: Mike Toffel, TMM 8

To see if the Town will amend the Town's General By-laws as follows (language to be stricken appearing in strikeout, language to be added appearing in underline):

ARTICLE 2.1 TOWN MEETINGS

ARTICLE 2.1.15 TOWN MEETING COMMITTEES

Committees that are established pursuant to a vote of Town Meeting and are not considered by the Attorney General to be "Public Bodies" under the Open Meeting Law shall conduct their meetings in a manner that is consistent with the provisions and intent of the Open Meeting Law.

All committees that are established pursuant to a vote of Town Meeting shall record in the minutes of their meetings a roll-call showing the vote of each member for all votes, except when approving minutes or, at the discretion of the Chair, when voting on other administrative matters.

ARTICLE 2.3 COMMITTEE ON TOWN ORGANIZATION AND STRUCTURE

SECTION 2.3.4 VOTES

CTO&S shall record in the minutes of its meetings a roll-call showing the vote of each member for all votes except when approving minutes or, at the discretion of the Chair, when voting on other administrative matters.

* * *

ARTICLE 3. EXECUTIVE BRANCH GENERAL MATTERS

ARTICLE 3.0.1

All elected or appointed public bodies identified in this Article 3 that are subject to the Open Meeting Law shall record in the minutes of their meetings a roll-call showing the vote of each member for all votes except when approving minutes or, at the discretion of the Chair, when voting on other administrative matters.

or act on anything relative thereto.

PETITIONER'S ARTICLE DESCRIPTION

The Town of Brookline is governed in a highly participatory manner, including more than 80 public bodies that are subject to Open Meeting Law (OML) requirements. OML provisions require some transparency, but does not require votes be documented via roll call. As such, there are many instances where the only way to know how each member voted, is to attend the meeting live or, for the subset that are video recorded, to watch the recording. This results in poor transparency and accountability, and can be easily remedied by requiring votes to be conducted via roll call and be documented. This article seeks to require this of public bodies focused on executive branch activities, as well as CTOS and Moderator's Committees (which are appointed by the Moderator), and excepts votes when approving minutes and, at the Chair's discretion, other administrative matters. Examples of the latter might include, for example, votes on scheduling future meetings or adjournment.

The article does not address Town Meeting, where roll call votes can be called for via procedures documented elsewhere. It also does not address the Advisory Committee, which takes many preliminary votes, which in some cases results in reversals (which can be confusing to those not observing the meeting), is an unusually large committee (and thus roll call votes can meaningfully lengthen meetings) and is already required by bylaw to document roll call votes for all of its recommendations to Town Meeting.

The rationale for this article is based on the principles of transparency and accountability:

- The public has a right to know how the members of the town's public bodies vote on all non-administrative matters, and should not be required to attend meetings or watch videos to obtain this information. Requiring roll-call votes of nearly all public bodies is also important because some of their members are also involved in outside advocacy groups.
- Knowing the votes of public body members can provide additional contextual information that can be valuable to those appointing these members (e.g., Select Board members and the Moderator), and to the public who votes for those making these appointments.

This article does not provide an exemption for unanimous votes because relying on attendance records as a substitute for roll call vote document is imperfect: because members arriving late or leaving early might miss votes, and lead attendance records to be incomplete.

This article has been drafted in a parsimonious manner, suggesting the addition of merely three sentences.

There is no cost to implementing this recommendation, as minutes are already required to be taken and posted for all meetings subject to Open Meeting Law.

71465146:34

Warrant Article signature page

The following registered Brookline voters support the attached article on roll call votes

Please write neatly as the Town Clerk will need to validate that you are a registered voter.

	Signature	Printed name	Address
1	Mul 760	MICHAR TOFFER	25 Abbothsford Rd
2	20	ERIN DEEMER	25 Abbitsford Rd
3	Tracie Po6	Tracie Burns	100 Beals 5t.
4	DILLY	DAVID KROOP	27 OSBURNE PD
5	PL 4	Elissayanover	27 Osboine Rd
6	Mark Whitley	Charlauhhlen	410 Abportisford Rd
7	Robert Cwhith	h -	41 Abh. Hs ford Rd
8	Calm h	Caroly Good vi	47 Mandigher RQ.
9		J	
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Warrant Article signature page

The following registered Brookline voters support the attached article on roll call votes

Please write neatly as the Town Clerk will need to validate that you are a registered voter.

	Signature	Printed name	Address
1	and M. R	ARDEN REAMER	72 STEDMAN ST.
2	Wigh	ARDEN REAMER Ken Tabak	72 STEDMAN ST. 72 Stedman 5.f
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Warrant Article signature page

The following registered Brookline voters support the attached article on roll call votes

Please write neatly as the Town Clerk will need to validate that you are a registered voter.

	D ' + 1		
Signature	Printed name	Address	
1 Supertion	7. SUSAN F. MART	W 11 Abbottstra Rd Bro	oblina
2 Pehr Bisna	ni Petra Bignan	N 11 Abbottstord Rd Bro	rodul
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NNth ARTICLE

Submitted by: Paul Hsieh and Douglas Plante

Resolution Regarding the Establishment of a Town-wide Composting Program

TO SEE IF THE TOWN WILL ADOPT THE FOLLOWING RESOLUTION:

WHEREAS, the Town of Brookline Department of Public Works (DPW) and Solid Waste Advisory Committee (SWAC) have initiated a Zero Waste planning process because of the critical role reducing waste and increasing recycling and composting has in responding to climate change and environmental damage,

WHEREAS, trash incineration generates large quantities of Greenhouse gases that contribute to global climate change and large quantities of toxic residue which impose an unfair burden to the communities that site the incinerators,

WHEREAS, composting is environmentally beneficial and results in soil-enriching compost that can be used by communities and farms,

WHEREAS, food waste and other compostable organic waste comprises 25-40% of Brookline's waste that is currently incinerated,

WHEREAS, Brookline currently requires composting of yard waste, and residential composting of all compostable waste has successfully been implemented in 10% of Brookline households and up to 40% of households in other Massachusetts communities,

THEREFORE, be it resolved that Town Meeting urges SWAC to research and propose a plan to expand the Town's mandatory recycling program to include all compostable organic waste and to identify any necessary changes to bylaws, rules, and regulations needed to start implementation,

Be it further resolved, that Town Meeting urges SWAC to submit a progress report at the May 2022 Town Meeting and the final report at the November, 2022 Town Meeting,

Be it further resolved that Town Meeting urges DPW to implement the program recommended by SWAC as soon as feasible,

Or act on anything relative thereto.

PETITIONER'S ARTICLE DESCRIPTION

Like many in this town, we have long heard that this country has an impending waste management crisis. Everyone above a certain age will remember the saga of the Long Island "Garbage Barge." More recently, we are learning how different strategies in waste management interact with global climate change. Yet, it has been hard to believe that an individual or a town could do anything more than make a symbolic gesture.

Therefore, we were excited to read the draft of the "Town of Brookline Zero Waste Framework" prepared by DPW and SWAC. We felt proud that our town was preparing to join cities around the world in pledging to reduce use of landfill and incineration by 50% by 2030. The framework and the concrete steps it outlined gave us hope that we can and will take meaningful action.

Reading the Framework more carefully we couldn't help but notice Composting. We learn that:

- Composting practices are well understood,
- Composting does not result in any toxic or environmentally damaging products, only compost which can be used to fertilize and improve soil,
- A significant fraction of Brookline's waste stream is compostable organic matter.
 The town's incineration contractor, Covanta SEMASS, estimates that about 25% of the waste they receive could have been composted. Cambridge estimates that 40% of their waste could be composted. Cornell School of Agriculture estimates upwards of 70% of household waste is compostable,
- Composting is practical. Brookline composts all yard waste, and 10% of the households segregate compostable waste and pay to have it composted,
- Composting is the most efficient form of recycling. All compostable waste is converted to usable compost.

We are asking the Town to make a real commitment to the "Zero Waste" pledge. We are asking SWAC to reduce its timeline for developing a town-wide composting plan to one year. When it comes to composting, our town possesses practical experience, community interest, proven technology, and data that such a plan will get us at least half way to our goal. We can reach our goals by 2030 and we should take our first steps now.

Thank you.

Name (print)	Signature	Address	
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2. Wendey	Machinal	ly 110 Walni	
၁	- 0	103 Walnut Street	
Paul Hsieh	Vay M) 115 Walnut St	
5. Mathow A	had W	87 Walnut st.	
6.			
BLAKE & ERIN 7.	HOLMAN	167 WALNUT STREET	
Micaele 1	Cozdy Mul	Af 202 Walnut.	FC.
		272 Walnut St.	
alliso	Rlab	103 Walnut St.	
Trancescottsiehi	1 1	_ 115 Walnut St.	

RESOLUTION to encourage the Town of Brookline's use of low carbon concrete

Petitioner: Ira Krepchin, TMM P15, irapk@alum.mit.edu, 617-935-1285

715FP1#8:39

WHEREAS, in May of 2021 the Town of Brookline declared "a Climate Emergency, recognizing the truth about the climate crisis and what it demands of us: an emergency response at emergency speed;" and

WHEREAS, more than 10 billion tons of concrete are produced annually around the world, making it second only to water as the most commonly used substance on the planet; and the production of cement, a major component of concrete, accounts for an estimated 9-10% of worldwide greenhouse gas emissions; put another way, for every ton of concrete produced, a ton of CO2 gases are emitted; and

WHEREAS, demand for concrete is projected to increase by more than 20% by 2050; and

WHEREAS, low-carbon concrete is available, and products are under development are beginning to enter the market, which enable concrete to remove CO2 gases from the air, which could make concrete a carbon sink rather than a source; and

WHEREAS, the market is nascent, we can help to build it through publicity and purchases; and WHEREAS, the Town purchases tons of concrete per year for sidewalks, roads, and structures

NOW THEREFORE BE IT RESOLVED that the Town of Brookline use currently available low-carbon concrete products wherever feasible and encourage developers to do the same for any new construction. For this proposal, low-carbon products are defined as those that produce at least 10 percent less carbon dioxide emissions in their production and use than products made with conventional Portland cement. The town will also provide a low-carbon fact sheet to potential bidders.

BE IT FURTHER RESOLVED THAT the Town recycle old concrete wherever possible.

NAME	ADDRESS	PCT
In Krepchia	63 CRAFTSLAND RO	15
arei	,	
Janie S. Kahn	63 Graffsland Rd	15
Amyl. Evenson	71 CNITON ST	TMMI
7 ()		

RESOLUTION to encourage the Town of Brookline's use of low-carbon concrete page2
Paul J. Warren
Part 1 War 71 Carlton St. Pl
Jack Michaels 108 Upland Rd PS
Mitch Dyna 108 Uplan Ros P5
Wm Murphy 42 Craffeland P15
Mary Murphy 42 braftsland Rd P15
Baybara Karlin 36 Graftsband Rd P15
Luis Edges 26 Craftsloud Rd P15
Jaren Edgers 26 Craftsland Gd F15
May Monden 87 ly ST
Rotra G. Bignani 146 Tappan Street P/2
Ruema Lydor Ruseman 49 Ackers Ave Pct. 14
Man Stor. MARTIN FISHKIN 49 ACKERS AVE PIY
Sure Juny Jake Flangan ES4 Hommond St. P15
flue Harry Jake Flangan 854 Hommond ST P

Warrant Article XX Resolution to encourage the Town of Brookline's use of low carbon concrete

WHEREAS, in May of 2021 the Town of Brookline declared "a Climate Emergency, recognizing the truth about the climate crisis and what it demands of us: an emergency response at emergency speed;" and

WHEREAS, more than 10 billion tons of concrete are produced annually around the world, making it second only to water as the most used substance on the planet; and

WHEREAS, the production of cement, a major component of concrete, accounts for an estimated 9-10% of worldwide greenhouse gas emissions; put another way, for every ton of concrete produced, a ton of CO2 gases are emitted; and

WHEREAS, demand for concrete is projected to increase by more than 20% by 2050; and

WHEREAS, low-carbon concrete is available, and products under development are beginning to enter the market, which enable concrete to remove CO2 gases from the air, which could make concrete a carbon sink rather than a source; and

WHEREAS, the market is nascent, we can help to build it through publicity and purchases; and WHEREAS, the Town purchases tons of concrete per year for sidewalks, roads, and structures

NOW THEREFORE BE IT RESOLVED that the Town of Brookline use currently available low-carbon concrete products wherever feasible and encourage developers to do the same for any new construction. For this proposal, low-carbon products are defined as those that produce at least 10 percent less carbon dioxide emissions in their production and use than products made with conventional Portland cement. The Town will also provide a low-carbon fact sheet to potential bidders; and

BE IT FURTHER RESOLVED THAT the Town recycle old concrete wherever possible.

Explanation

Concrete does not get a lot of attention in the fight against global warming—solar power, wind turbines, electric vehicles, and minisplit heat pumps get all the headlines—and deservedly so. But concrete is second only to water as the most commonly-used material in the world, and as such it contributes as much as 10% of the CO2 filling up our atmosphere.

Where does the CO2 in concrete come from?

Concrete consists of cement, aggregates (typically sand and gravel), and water. Producers may also include additives that determine the properties of the finished product. Cement, typically Portland Cement, is the major culprit in creating greenhouse gases (CO2). It is made by heating a combination of limestone and clay to a high temperature (~1450 deg C) in a kiln to form what the industry calls "clinker". The clinker is crushed and mixed with additives such as gypsum to form cement. The kiln is

typically powered by fossil fuels, accounting for about 40% of embodied CO2 in concrete. But more than half of embodied CO2 comes from the chemical reaction (calcination) that takes place, which releases large amounts of CO2. About 10% comes from mining and transport.

How is embodied carbon reduced?

Some approaches to carbon reduction are commercially available, while others are emerging that have the potential to make concrete carbon neutral or even a net carbon sink in the future. Commercially available approaches include steps that producers have taken to improve the thermal and electrical efficiency in their operations, and to use low-carbon fuels in their cement kilns. (eg replacing coal with biomass; or waste fuels such as shredded tires; which would otherwise be incinerated or put into landfills) ^{II} At the end of the product life cycle, concrete from demolition can be used to produce recycled aggregates to be used in new concrete manufacturing. ^{III} The transport infrastructure of concrete can also be decarbonized.^{IV}

The cement industry is also marketing a lower CO2 cement — <u>Portland-limestone cement</u>, a blend that adds extra limestone to the mix, lowering the amount of cement used in concrete and reducing its CO2 footprint by about 10%. In addition, <u>Lehigh Cement</u> of Canada produces concrete mixtures that incorporate <u>EcoCemPLC</u> which reduces the CO2 emissions by as much as 10%.

Another approach currently in use is to reduce the amount of clinker used by substituting other materials—the clinker-to-cement ratio can reportedly be reduced by up to around 60% without sacrificing key cement or concrete properties. Fly ash and furnace slag have been common options, but scarcity of materials (eg less coal burned means less fly ash available) can make this a challenging approach in some areas. Alternatives are emerging that could increase the use of substitute materials. For example, a new plant in Connecticut is using recycled glass that can be used to replace up to half of the clinker content in Portland Cement. The supplier hopes to qualify for incentives under consideration by the New York State legislature.

Other emerging technologies fall into the category of carbon capture and sequestration, or more recently, capture and use. For example, <u>CarbonCure Technologies</u> developed a process that removes CO2 from the production of cement and injects it into concrete during the mixing phase. The resulting concrete is stronger and has so far provided a net carbon reduction of about 5 to 7%. The company estimates that it has sent over a million truckloads of its product to construction sites, according to a recent New York Times article—while keeping almost 100,000 metric tons of CO2 out of the atmosphere. NRDC reports that the company's technology is now deployed in nearly 400 concrete plants in North America and globally.^x

In another example, <u>Solidia Technologies</u> has developed a cement formula that can be fired at lower temperatures, cutting fossil fuel emissions by a third. Waste CO2 from other processes is then injected into the concrete mix as in the CarbonCure approach, reportedly achieving carbon reductions of up to 70%. The CO2 injection also replaces a lot of the water that is used in concrete production.

The challenge will be to scale up these technologies at a reasonable cost.

Researchers are also looking at ways to broaden recycling options. For example, the <u>ReCreate project</u> in northern Europe, explores ways to remove concrete elements from condemned buildings, without damage, for use in new buildings.^{xii}

Other companies working to reduce embedded carbon in concrete include: <u>Blue Planet</u>, <u>CarbiCrete</u>, <u>U.S. Concrete</u>, and <u>Biomason</u>.

But even using just available technologies can have a big impact. For example, one analysis estimates that switching to a cement that's even 10% to 15% less carbon intensive than conventional, just for the highway and bridge modernization parts of a Biden infrastructure plan, would cut emissions by the equivalent of taking 500,000 to 750,000 cars off the road for a year.^{xiii}

What are the barriers to widespread use?

The industry must leap several hurdles for low-carbon concrete to become widely used, including:xiv

- --Safety concerns regarding the use of new approaches—new materials must go through strict long-term testing before they are accepted by the construction industries
- --New methods of specifying concrete would need to be developed—performance specs that spell out strength, dry time and other parameters would replace the current use of prescriptive standards that call for specific content
- --producers would face added costs for materials and equipment

What are other jurisdictions doing?

Governments are playing a role in getting more low-carbon concrete into the market. The Natural Resources Defense Council (NRDC) has identified green procurement initiatives as a way to use the purchasing power of the government to build markets for low-carbon industrial products like concrete, and help to develop market-wide standards. In Germany, Bidders for public contracts are required to evaluate carbon emissions as well as other environmental impacts of primary building materials used in a project. In the US, national infrastructure proposals have not addressed concrete, but several states and municipalities are active in that area. Marin County, Calif., adopted a building code that specifically requires limited carbon emissions from concrete, as opposed to providing incentives for that measure. Marin County also offers templates and guidelines for other jurisdictions that want to adopt a low carbon code. In Seattle, the city's Green Building Standard offers expedited permitting for projects that meet embodied carbon criteria. In Seattle, which is described by the contract of the projects of the projects of the city's Green Building Standard offers expedited permitting for projects that meet embodied carbon criteria.

In New York a bill to establish guidelines requiring the procurement of low-carbon concrete for state projects and set up a stakeholder advisory group to consider how to create incentives for green concrete production has passed both houses of the legislature. The bill also calls for consideration of developing performance-based standards as opposed to requiring that a structural material be produced using a specified manufacturing process.xix

In New Jersey, the legislature passed a bill that would provide tax incentives to builders that use low-carbon concrete. It would also require that builders offer concrete products that use "carbon footprint-reducing technology" as an option in new construction. It also requires the Commissioner of Community Affairs to publish educational materials concerning unit concrete products that utilize carbon footprint-reducing technology, and provide developers with information concerning the tax incentives established in the bill.^{xx}

In California, legislators are working on a bill that would call for the California Air Resources Board to develop a strategy to cut greenhouse gases from the cement and concrete industries by 40% by 2030, and to reach carbon neutrality no later than 2045. x^{xi}

Financial impact

The cost premium for low carbon cement will vary with the application, the degree of carbon reduction, and the approach used to achieve that reduction. The most expensive products can be twice the price of conventional cement according to one analyst. But NRDC predicts that the market will grow as the techniques are scaled up, and prices will drop.^{xxii} Anecdotal evidence shows that it is possible to achieve significant carbon reductions with little cost increment. For example, Rocky Mountain Institute (RMI) describes a case where a 200,000 sq ft office building of concrete and steel, reduced embodied carbon by 46% with less than a 0.5% cost premium. Concrete accounted for 32% of that reduction through the purchase of concrete with lower cement content and allowing longer time to strengthen.^{xxiii}

A report from MIT's Concrete Sustainability discusses options if the lowest impact product also possesses the highest cost. "A common solution is to set an environmental impact threshold for products; the lowest cost vendor whose product is below the threshold is chosen. Selecting the thresholds can be difficult because they need to be based on functionally equivalent product categories, which can be challenging for concrete mixtures." The report also notes that some states have taken more nuanced approaches. The proposal in New York state, for instance, allows the selection of concrete with up to a 15% higher cost if that concrete utilizes captured carbon."**xxiv

Concrete in Brookline

The Town uses concrete for a variety of purposes. Brookline maintains 149 miles of sidewalk and 2111 curb ramps, of which 115 miles of sidewalk and 1950 curb ramps are made of concrete. The spec for sidewalk concrete is prescriptive, spelling out the contents of the concrete. *** The Town has also prepared a bid document for work on the Larz Anderson Park Lagoon Structure project which calls for several types of concrete and specifies compliance with specific American Concrete Institute standards.**

For the 3-year period June 1, 2021 through May 31, 2024 the Town has issued a request for bids for four different types of ready mixed concrete. The total quantity called for, 1320 cubic yards, (CY) represents an estimate of the Town's expected needs. Converting CY to tons and using a rough estimate that producing 1 ton of concrete releases 1 ton of CO2 into the atmosphere, we find that Brookline's use of concrete over a three year period releases about 2700 tons of CO2. Using the Environmental Protection Agency's equivalence calculator, we can estimate that quantity is equal to the amount of CO2 released by 533 passenger cars driving for a year. XXXVII A ten percent decrease would be the equivalent of taking more than 50 cars off the road for a year.

¹ Q&A: Why cement emissions matter for climate change | Carbon Brief

II Climate works

[&]quot;Concrete > Mission Possible Partnership

A net-zero world needs zero-carbon concrete. Here's how to do it | World Economic Forum (weforum.org)

V Low Carbon Concrete — Starting from the Ground Up | CleanTechnica

- vi Climate works
- vil Low-Embodied-Carbon Concrete Options Set to Benefit from Proposed New York Law | 2020-12-17 | Engineering News-Record (enr.com)
- New York State Embodied Carbon Concrete Leadership Act (environmentalleader.com)
- * Has the Carbontech Revolution Begun? The New York Times (nytimes.com)
- * With Carbon Capture, Concrete Could One Day Be A Carbon Sink | NRDC
- xi Rolling Stone article; The future with lower carbon concrete | New Scientist
- xii Major international project launched to develop solutions for reusing precast concrete elements in new buildings (helsinkitimes.fi)
- xill Concrete Still a Barrier to Climate-Friendly Infrastructure Plan (bloomberglaw.com)
- xiv Q&A: Why cement emissions matter for climate change | Carbon Brief
- ™ Green-Public-Procurement-Final-28Aug2019.pdf (climateworks.org)
- xvii sample-nonresidential-specification.pdf (stopwaste.org)
- xviii Low-Embodied-Carbon Concrete Options Set to Benefit from Proposed New York Law | 2020-12-17 | Engineering News-Record (enr.com)
- xix NY State Senate Bill S542A (nysenate.gov)
- ** New Jersey Legislature Bills (state.nj.us)
- xxi Concrete Still a Barrier to Climate-Friendly Infrastructure Plan (bloombergtax.com); Bill Text SB-596 Greenhouse gases: cement sector: net-zero emissions strategy. (ca.gov)
- xxii Concrete Still a Barrier to Climate-Friendly Infrastructure Plan (bloomberglaw.com)
- xxiii Reducing Embodied Carbon in Buildings RMI
- xxiv Final 1119 Procurement.pdf (mit.edu)
- xxv Brookline-Concrete-Sidewalk-Specifications-PDF (brooklinema.gov)
- xxvi PW20-18---Larz-Anderson-Lagoon-Structures Specifications (brooklinema.gov)
- xxvii Greenhouse Gas Equivalencies Calculator | US EPA



Housing Advisory Board (As of 9/24/21)

MEMBERS:

There are 2 vacancies

Steven Heikin, Planning Board Representative

Michael Jacobs, Housing Authority Representative

Heather Hamilton, Select Board Representative

Recent Activity:

Stephen Pratt Otto interviews for appointment 8/25/20 Rebecca Mautner interviews for appointment 9/3/20 Pam Goodman interviews for appointment 9/3/20 Amelia Pease interviews for appointment 9/3/20 Lynne Sweet interviews for appointment 9/8/20 Jennifer Raitt interviews for reappointment 9/8/20 Deborah Brown interviews for appointment 9/29/20 Rita McNally interviews for reappointment 10/6/20 Ginny Vaz applies for appointment 9/14/21 Roger Blood applies for reappointment 9/28/21 Jonathan Klein applies for reappointment 9/28/21

^{*}term if reappointed

Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov < notifications@brooklinema.gov>

Wed 9/22/2021 10:46 AM

To: Devon Fields <dfields@brooklinema.gov>

Committee Reappointment Interest Form

Date	9/22/2021
Name	Jonathan Klein
Email:	
Committee you are a member of?	Housing Advisory Board
List of accomplishments in the la t 3 year	Attended all scheduled meetings; assisted with legal review of warrant article and other propo al regarding acce ory dwelling units, inclusionary zoning, assisted living, and others when reque ted; participated in ucce ful application for CHAPA Municipal Engagement Initiative, and represented the HAB on the group which planned and produced two Town wide Forums on affordable housing in summer of 2021, which later morphed into Building a Better Brookline; al o erved, a a representative of HAB, on the Kent/Station St. Procurement Committee
Future Goals	Continue to expand access to affordable housing in Brookline.
Que tion ? Plea e contac 730-2200	t the Select Board at electboard@brooklinema gov, 617

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Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov < notifications@brooklinema.gov>

Wed 9/22/2021 12:09 PM

To: Devon Fields <dfields@brooklinema.gov>

Committee Reappointment Interest Form

Date	9/22/2021
Name	Roger Blood
Email:	
Committee you are a member of?	Housing Advisory Board
List of accomplishments in the la t 3 year	Recruiting and retaining highly qualified and engaged HAB member Constructive engagement with Planning Department Director, Hou ing Divi ion Staff and Select Board Led development and secured passage of Accessory Dwelling Unit (ADU) Zoning Bylaw Led successful, ongoing initiative to strengthen Inclusionary Zoning Bylaw Representing HAB, led successful negotiation and Town Meeting approval of \$6 5mm Welltower contribution to BHA project. Repre enting HAB, led ucce ful negotiation and Town Meeting approval of Waldo-Durgin affordable housing agreement Led a successful HAB initiative to attract a more diverse pool of hou ing lotter applicant by reducing the Town' "Local Preference" set aside percentage from 70% to 25%with Brookline the fir t in Greater Bo ton to take uch an action Led successful initiative for Town to undertake an updated Hou ing Production Plan, including e panded cope of services. Repre enting HAB, advanced plan & propo al for affordable senior housing over Kent-Station Street municipal parking lot. Worked with Town Admini trator and Town Coun el to draft and secure Town Bylaw amendment, including adding a Select Board Member to the HAB, in order to qualify the Town' Housing Trust to receive CPA funds.
Future Goals	Complete Housing Production Plan that will provide, with community engagement and support, a meaningful roadmap for appropriate, needed housing development over the next 5-10

$10\,\mathrm{M}$. Devon Fields - Outlook

year

Work with new Community Preservation Committee to secure ample funding for Town's Affordable Housing Trust and appropriate development of new affordable housing projects, consistent with the updated Housing Production Plan. Revisit and modify ADU Bylaw to encourage creation of more accessory dwelling units in single-family homes Continue and expand productive affordable housing partnership with BHA.

Identify more qualified non-profit sponsors of family and senior housing, including those capable of delivering new affordable housing under innovative, proven concepts such as community land trusts and cooperative ownership.

Encourage development of owner-occupied affordable housing, including middle-income 'workforce' housing.

Continue efforts to provide housing opportunities for a more diverse population.

Orient and educate new members of expanded HAB to fully participate and contribute to fulfillment of HAB's mission. Establish productive working relationship with new Planning Director to advance mission and goals of the HAB.

Questions? Please contact the Select Board at selectboard@brooklinema.gov, 617-730-2200

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Planning Board

(as of September 24, 2021)

MEMBERS:

Steven Heikin, Chair.....Term expires 2024

Linda Hamlin.....Term expires 2023

James Carr.....Term expires 2022 (resigned)

Mark J. Zarrillo.....Term expires 2022

Blair Hines.....Term expires 2024*

Matthew Oudens.....Term expires 2020 (not seeking reappointment)

Shelly Chipimo.....Term expires 2024

PLANNING BOARD APPOINTMENTS ARE 5 YEAR TERM

Shelly Chipimo interview for appointment 5/25/21 David Deininger interviews for appointment 5/25/21 Steve Heikin interviews for reappointment 6/22/21 Blair Hines interviews for reappointment 7/6/21 Brandon Roberts interviews for appointment 7/6/21 Abigail Hiller applies for appointment 9/14/21 Andrea Brue interviews for appointment 9/21/21 Greg Zurlo interviews for appointment 9/21/21 Arjun Mande interviews for appointment 9/28/21

^{*}if reappointed

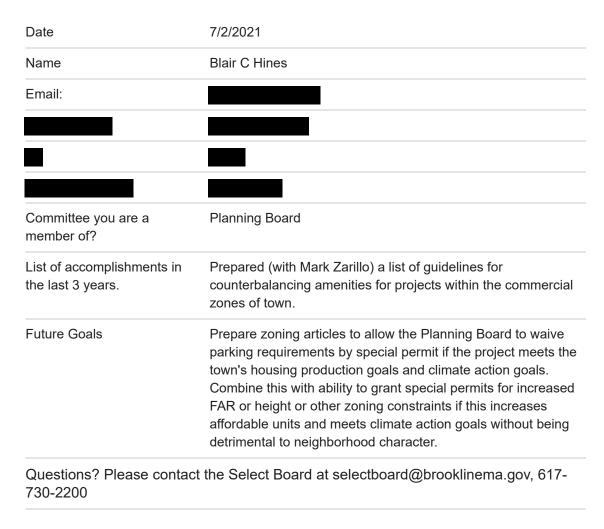
Online Form Submittal: Committee Reappointment Interest Form

notifications@brooklinema.gov < notifications@brooklinema.gov>

Fri 7/2/2021 9:10 AM

To: Devon Fields <dfields@brooklinema.gov>

Committee Reappointment Interest Form



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Online Form Submittal: Board/Commission Application Form

notifications@brooklinema.gov < notifications@brooklinema.gov>

Tue 3/9/2021 7:13 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Name	Brandon Roberts
Address	
Application for specific Board/Commission?	PARK AND RECREATION COMMISSION, ADVISORY COMMITTEE ON PUBLIC HEALTH, PLANNING BOARD
What type of experience can you offer this Board/Commission?	I have experience on several types of advisory committees ranging from health sciences to university planning.
What type of issue would you like to see this Board/Commission address?	I think the board can address a number of issues regarding current public health practices as well as park issues. I also feel that my expertise would lend well to the planning board for the long-term outlook on Brookline.
Are you involved in any other Town activities?	Yes
Do you have time constraints that would limit your ability to attend one to two meetings a month?	No
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	Brandon_Roberts_Resume1_2021.pdf

Email not displaying correctly? View it in your browser.

Brandon M. Roberts

EDUCATION

EDUCATION	
University of Alabama at Birmingham Postdoctoral Scholar in Exercise Medicine F32 NIH Fellowship 2017 – 2019 T32 NIH Fellowship 2016 – 2017	2016 – 2019
University of Florida Ph.D. in Rehabilitation Science UF Research Fellowship	2012 – 2016
M.S. in Human Performance UF Teaching & Research Fellowship	2010 – 2012
B.S. in Microbiology Florida Bright Futures Scholarship	2006 – 2010
JOB EXPERIENCE	
Captain - Research Physiologist United States Army Responsibilities O Manage duties of enlisted Soldiers O Write grants and collaborate on research projects O Optimize human health and performance of Soldiers	2020 -

Chief Science Officer

2020 -

Tailored Coaching Method

Responsibilities

- o Provide seminars on nutrition and exercise
- O Develop a mentorship program for personal trainers
- Guide coaches through decision making processes

Chief Science Officer

2019 -

LogSmarter

Responsibilities

- Provide scientific expertise for company
- o Help develop a nutrition algorithm base on artificial intelligence
- o Create a network and connect within fitness industry

10.B.

Lecturer & Research Consultant

Department of Human Studies, University of Alabama at Birmingham, Birmingham, AL

2019 - 2020

Responsibilities

- Write grants and collaborate on research projects
- Teach exercise and nutrition courses
- o Mentor undergraduate and graduate students
- o Lead Army and Air Force ROTC training and nutrition programs

Postdoctoral Scholar

Center for Exercise Medicine, University of Alabama at Birmingham, Birmingham, AL

2016 - 2019

Responsibilities

- Develop exercise training and laboratory protocols
- Manage experiments for multi-site clinical trials
- Lecture for exercise courses
- Analyze skeletal muscle biopsies using PCR, western blot, ELISAs, IHC and ICC
- o Conduct extensive statistical analysis in JASP, and R.
- Present research findings at conferences
- Write grants and research manuscripts

Graduate Research Assistant

2012 - 2016

Department of Physical Therapy, University of Florida, Gainesville, FL

Responsibilities

- O Develop research protocols and oversee laboratory
- Manage budget for over \$1 million in grants
- o Guest lecture for multiple courses within the department
- Apply microscopy to study structure and dynamics of skeletal muscle
- o Conduct extensive data analysis via Prism, R and Excel
- Present research findings at national and international conferences
- o Write at all levels from 300-word abstracts to peer-review manuscripts

Graduate Teaching Assistant

2010 - 2012

Department of Applied Physiology and Kinesiology, University of Florida, Gainesville, FL

Responsibilities

- o Assisted in teaching undergraduate courses ranging in size from 10-50 students. Topics included: anatomy, physiology, kinesiology, fitness assessment, and exercise physiology
- Prepared course material including laboratory experiments, lectures, exams, and reports
- Led weekly problem-solving and discussion sections
- o Assisted faculty with administrative tasks and curriculum development.
- o Received excellent student evaluation scores that surpassed benchmarks for teaching quality (4.68/5)

ADDITIONAL EXPERIENCE

National Strength and Conditioning Association

Alabama State Board of Directors member

2017 - present

- o Share and disseminate best practices in research for athletes
- Organize, recruit and speak at NSCA Alabama State Clinic

Executive Council member – Bodybuilding and Fitness Competitions

2016 - present

10.B.

- o Share and disseminate best practices and research for physique athletes
- Collaborate with fitness organizations to host events
- Provide solution sessions at local, regional and national conferences

UAB Postdoctoral Association

2016 - 2019

President (2018-2019)

- Manage regular monthly meetings
- Developed and analyzed wellbeing survey for postdocs
- o Bargained for postdoc appointment with Council on Postdoctoral Education
- o Organized Postdoc Research Day in 2018 & 2019

Executive Council (2016-2019)

- o Manage treasury for council
- Create events to benefit post-docs
- Organize Postdoc Research Day

National Postdoctoral Association

Conference Committee

2017 - 2019

o Help organize national conference for 2020

UF RecSports Board of Directors

2014 - 2016

Chair - Assessment Committee

- o Contribute to the development of the budget for submission to the student senate
- o Conduct investigations of equipment usage then used advanced algorithms to enhance usage
- o Develop and deploy mechanisms for gathering feedback to navigate expansion of programs
- o Conduct needs assessment for additional facilities or enhancement of existing facilities

Chair - Facilities Planning

- o Reviewed requests for the use of facilities by non-university groups
- Conduct needs assessment for additional facilities or the enhancement of existing facilities and make such recommendations to the board
- o Predicted the needs of the University of Florida community by developing a twenty-year plan

UF Weightlifting Club

2014 - 2016

Founder and President

- o Navigate complex requirements to become a recognized club by University of Florida
- o Coordinate and recruited over 30 active members
- Develop Pursuit of Excellence Plan for continued growth

Strength and Physique Coach

The Strength Guys, LLC

Director of Research Education

2016 - present

- Manage online athlete systems
- o Provide scientific interpretation of exercise literature
- o Give seminars on physique and powerlifting competitions
- Coach athletes in powerlifting and physique-based sports

Personal Trainer 2012 – 2016

Department of Recreational Sports, University of Florida, Gainesville, FL

Zen Fitness, Gainesville, FL

AXIS Training Studies, Gainesville, FL

10.B.

- o Develop, design, and implement training programs for the individual needs and the goals of each client
- o Plan and conduct fitness workshops focusing on educating clients
- Maintain over 95% client retention and resign rate

CERTIFICATIONS

Certified Strength and Conditioning Specialist

National Strength and Conditioning Association

Behavior Change in Exercise

PTA Global

CPR/AED/First Aid

American Heart Association

Clinical and Translational Research Program

University of Alabama at Birmingham - Center for Clinical and Translational Services

CIRTL Teaching and Learning Associate

University of Alabama at Birmingham - Center for Integrating Research, Teaching, and Learning

RELEVANT PUBLICATIONS AND PRESENTATIONS

Roberts BM*, Helms ER, Trexler ET, Fitschen PJ. Nutritional Recommendations for Physique Athletes. JHK 2019. *corresponding author

Roberts BM*, Nuckols GN, and Kreiger JW. Sex differences in Resistance Training: A Systematic Review and Meta-analysis. JSCR 2019. (accepted, pending proofs). *corresponding author

Holland BM, Roberts BM, Schoenfeld BJ. Effects of HMB Supplementation on Body Composition in Athletes: A Systematic Review and Meta-analysis. JSCR 2019.

Haun CT, Vann CG, Roberts BM, Vigotsky AD, Schoenfeld BJ, and Roberts MD. A critical Evaluation of the Biological Construct Skeletal Muscle Hypertrophy: Size Matters but So Does the Measurement. Front. Physiol., 12 March 2019

Roberts BM, Lavin KM, Many GM, Stec MJ, Thalacker-mercer A, Mayhew DL, Kelly NA, Tuggle SC, Merritt EK, Bamman MM. Human Neuromuscular Aging: Sex Differences Revealed at the Myocellular Level. Exp Gerontol. 2018.

Earnest CP, Roberts BM, Harnish CR, Kutz JL, Cholewa JM, Johannsen NM. Reporting Characteristics in Sports Nutrition. Sports (Basel). 2018;6(4)

Stec MJ, Thalacker-mercer A, Mayhew DL, Kelly NA, Tuggle SC, Merritt EK, Brown CJ, Windham ST, Dell'Italia LJ, Bickel CS, Roberts BM, Vaughn KM, Isakova-Donahue I, Many GM, Bamman MM. Randomized, four-arm, dose-response clinical trial to optimize resistance exercise training for older adults with age-related muscle atrophy. Exp Gerontol. 2017;99:98-109.

Bamman MM, Roberts BM, Adams GR. Molecular Mechanisms of Muscle Hypertrophy. Cold Springs Harbor, 2016.

Full publication list available upon request

Teaching Portfolio - https://brandonrobertsphd.weebly.com

Oral Presentations

Sleep for Health and Performance. JPS Health and Education. October 2019
Advanced Methods for Muscle Hypertrophy. OFW online. September 2019
Response Heterogeneity in Exercise and Nutrition. Inland Empire Fitness Conference. April 2019
Muscle Hypertrophy for Athletes. NSCA Alabama State Clinic. April 2019
Nutrition for the Powerlifter and Physique Athletes. Birmingham Strength & Physique Summit. August 2017
A Scientific Approach to Peak Week for Bodybuilders. NSCA National Convention. Las Vegas, NV. July 2017
Evidence-Based Strength and Hypertrophy Recommendations. Florida State University. April 2017.
An Update on Evidence Based Fitness. University of Georgia, EVOLVE fitness symposium. April 2016.
The Science of Supplements. University of Auburn, EVOLVE fitness symposium. March 2015.

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Thu 9/2/2021 4:21 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Name	Abigail Hiller
Address	
Application for specific Board/Commission?	Planning Board
What type of experience can you offer this Board/Commission?	I have several years' experience providing economic development consulting for municipalities throughout Massachusetts towards developing municipal master plans. This work has included research and analysis towards land use recommendations, such as retail gap analyses and housing demand models, as well as industry-specific deep dives on rapidly developing fields such as coworking spaces and retail marijuana. Currently, I direct research translation at an economics and policy lab based at Harvard (Opportunity Insights) that is focused on place-based policies aimed at increasing economic mobility. In this role, I "translate" empirical economic research for nontechnical audiences, making recommendations for nonprofit and community leaders, policymakers, and philanthropists. I have lived in Massachusetts for over 25 years, Greater Boston for about five, and for Brookline just over one, and I am eager to bring my expertise to our local planning board! Lastly, I have my degree in political science and economics from Cornell, with graduate coursework at Harvard in statistics and economics.
What type of issue would you like to see this Board/Commission address?	Enhance our supply of affordable housing including through expanding multi-family zoning in Brookline, increase access to affordable housing, foster inclusive economic development
Are you involved in any other Town activities?	Not formally, outside of remaining engaged with local elections, volunteering, etc
Do you have time constraints that would limit	No constraints

your ability to attend one to two meetings a month?

IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.) Field not completed.

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Mon 9/13/2021 9:31 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Gregory Zurlo
Planning Board
Real estate developer, academically trained as an architect / Planning Board member and chair experience in another municipality.
Assist and support efforts that enhance our neighborhoods and Town overall
No
No
Gregory Zurlo_Application Materials for the Town of Brookline Planning Board.pdf

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Gregory Zurlo, Associate AIA

EXECUTIVE SUMMARY--

A real estate development and design professional that started his career hands-on in the building trades, educated as an architect and practiced with many notable firms in the Boston area developing leadership and excellence in design and project execution. Currently the managing partner at StreetBlock Development, LLC a real estate development, investment, and design firm. Professional driver: working with strategic partners to invest, design, and build what elevates the expectations of all stake holders.

PROFESSIONAL EXPERIENCE---

Current

StreetBlock Development, LLC Managing Partner

Past (1993 to current)

DREAM Collaborative, LLC Associate Principal / Director of Project Management

The Narrow Gate Architecture, LTD Project Manager

Winslow Architects Inc Senior Project Manager

Private Practice Development Consultant / Architectural Designer

Koetter Kim & Associates, Inc Project Manager / Senior Construction Administrator

TRO | Jung Brannen, Inc Construction Administrator

Kallmann McKinnell & Wood Architects Construction Administrator

Rothman Partners, Inc Construction Administrator

EDUCATION-----

Harvard Extension School Real Estate Development Certificate Program

Boston Architectural College Bachelor of Architecture Program

Broward College, FL Associates in Arts & Architecture Program

COMMUNITY SERVICE---

Current

Zoo New England, Building & Grounds Committee Member

Zoon New England, Advisory Council Member

Temple Isaiah Lexington, Return from Covid Working Group Member

Gregory Zurlo, Associate AIA

COMMUNITY SERVICE (continued)---

Guest Presenter, Boston Architectural College, Master of Real Estate Development Program, Professional Practice Course

Student Mentor, Boston Architectural College, Master of Real Estate Development Degree Candidates

Past (Noteworthy Sample)

Trustee / Board of Directors Temple Isaiah, Lexington MA

Chair, Town of Lexington Planning Board

Co-Chair Town of Lexington Economic Development Task Force

Town of Lexington Design Advisory Committee Member

Instructor, Boston Architectural College, Advanced Level Design Studio

Facilitator, Boston Society of Architects, Build Boston, Future of Architectural Education Workshop

MEMBERSHIPS-

Current

Urban Land Institute, Associate Member

Boston Society of Architects

American Institute of Architects, Associate Member

Community Rowing Inc, Men's Competitive Crew Team

Past (Noteworthy Sample)

International Brotherhood of Teamsters, Local 810

Construction Specifiers Institute













Coppersmith Village, TNG | Beth Israel Deaconess Medical Center, Rothman Partners | Stonybrook Village, Winslow Architects | Suffolk County Courthouse, Kallmann McKinnell & Wood | P12C, Dream Collaborative | Yale University Social Science & Academic Building, KK&A

1	Λ	D
п	U.	.B.

ENCLOSED HEREIN ARE A SAMPLE LIST OF PROJECTS FOR WHICH MR. ZURLO HAS BEEN INVOLVED WITH IN A LEADERSHIP CAPACITY OR HAS MADE A SIGNIFICANT CONTRIBUTION.

Carl J. Shapiro Clinical Center



CLIENT: Beth Israel Hospital

PROJECT: Carl J Shapiro Clinical Center

FIRM: Rothman Partners (w/ consulting architect Chan Krieger & Associates)

Edward W. Brooke Courthouse









CLIENT: U.S. General Service Administration PROJECT: Edward W. Brooke Courthouse

FIRM: Kallmann McKinnell & Wood Architecture

The Venetian Hotel & Casino







CLIENT: Las Vegas Sand Corporation PROJECT: The Venetian Hotel & Casino

FIRM: The Stubbins Associates (KlingStubbins)

Bell Tower Condominiums









CLIENT: Real Acquisitions Development PROJECT: Bell Tower Condominiums FIRM: Line Company Architects

St Francis Cancer Center

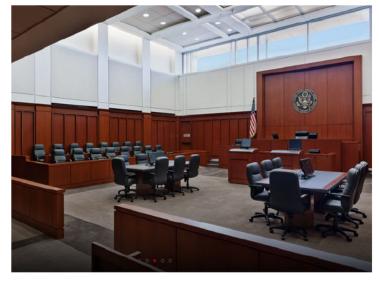


CLIENT: Saint Francis Hospital & Medical Center

PROJECT: Cancer Treatment Center FIRM: TRO | Jung Brannen

U.S. Federal Courthouse







CLIENT: U.S. General Service Administration PROJECT: Rockford II U.S. Federal Courthouse

FIRM: Koetter Kim & Associates

Political Science Building











CLIENT: Yale University Dept of Planning & Construction

PROJECT: Political Science Building FIRM: Koetter Kim & Associates

Bishop Allen Apartments



CLIENT: Just-A-Start Corporation
PROJECT: Bishop Allen Apartments
FIRM: Winslow Architects, Inc

Stony Brook Apartments



CLIENT: Common Ground

PROJECT: Stony Brook Apartments, Phase II

FIRM: Winslow Architects, Inc

50 York Street Apartments





CLIENT: Just-A-Start Corporation
PROJECT: 50 York Street Apartments
FIRM: Winslow Architects, Inc

Coppersmith Village Townhomes







CLIENT: Neighborhood of Affordable Housing PROJECT: Coppersmith Village Townhomes FIRM: The Narrow Gate Architecture, Ltd

Elizabeth Stone House



CLIENT: Elizabeth Stone House

PROJECT: Elizabeth Stone House Headquarters FIRM: The Narrow Gate Architecture, Ltd

2451 Washington Street







CLIENT: Madison Park Development Corporation PROJECT: 2451 Washington Street Condominiums

FIRM: DREAM Collaborative, LLC

Call-Carolina Townhomes



CLIENT: Jamaica Plain Neighborhood & Development Corporation

PROJECT: Call-Carolina Townhomes
FIRM: DREAM Collaborative, LLC

Parcel P12 Chinatown







CLIENT: Millennium Partners

PROJECT: Parcel P12

FIRM: DREAM Collaborative, LLC (Joint venture w/ Stantec Boston)

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Thu 7/22/2021 12:24 AM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Name	ANDREA BRUE
Address	
Application for specific Board/Commission?	Planning Board
What type of experience can you offer this Board/Commission?	20+year resident of Brookline, practicing architect for 25+ years with experience in both public and private projects
What type of issue would you like to see this Board/Commission address?	47 Naples Rd
Are you involved in any other Town activities?	NO
Do you have time constraints that would limit your ability to attend one to two meetings a month?	NO
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	ABrue-Planning Brd Cover letter-Resume.pdf

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July 22, 2021

Polly Selkoe Brookline Planning Department 333 Washington Street Brookline, MA 02445

Dear Polly:

As a nominee to the Brookline Planning Board, I offer my experience as an architect, urban designer and as a Brookline resident.

A longtime resident of Brookline and a practicing architect for over twenty years, I have a special appreciation for what makes Brookline so special. It is a unique place in which to live and work that straddles "town and country"- between urban Boston and the surrounding greater Boston suburbs. It is the best of both worlds. I grew up in San Diego, California and came east for college- where I found myself attracted to the rich history and culture found in the urban environments of New England. Settling in Brookline, I was attracted to the town's closeness to Boston but far enough away to have a home with a yard. My husband and I liked that we could bike or take public transportation to work, our children could attend excellent public schools, and we could enjoy the diverse culture of local shops and restaurants and the historic character of the streetcar suburb.

Over the more than 20 years, I have witnessed many changes in development, infrastructure, and culture. As a resident of Brookline, I want to see the aspects of Brookline I was originally attracted to be maintained and strengthened. As an architect, I want to see the built environment and open spaces maintained for next generations of Brookliners. Having spent many years as a preservation architect, I have learned that there is an art to balancing the past with the future. I am aware of the value in taking care of our historic buildings but also know the importance of planning for our future- which sometimes means replacing outdated structures with new state of the art facilities.

As a planning board member, I hope to bring an open mind to each project review. Through my experience as an architect of both public and private building projects and with my design sense and knowledge of planning and construction, I will contribute a level of expertise to the planning board.

Sincerely,

Andrea Brue

ANDREA L. BRUE

RA. AIA. LEED

47 Nap es Road Brook ne MA 02446 andreabrue5@gma .com 617-733-6733

EDUCATION | HARVARD GSD. CAMBRIDGE MA

MAUD 1991

RHODE ISLAND SCHOOL OF DESIGN, PROVIDENCE RI

BARCH AND BFA 1988

SYRACUSE UNIVERSITY, FLORENCE, ITALY

SEMESTER ABROAD FALL 1987

EXPERIENCE | ARROWSTREET BOSTON MA

FEBRUARY 2017 TO PRESENT

- Canoe Place Inn and Hampton Boathouses Development, Southampton, NY Project Arch tect/Manager for renovat on of h stor c 1920s Inn and new construct on of 37 Queen Anne sty e townhomes
- Back Bay Station Renovations, Boston, MA Project Arch tect for renovat on of the concourse at Back Bay Stat on

GOODY CLANCY BOSTON MA

JUNE 2006 TO JUNE 2016

Dept. of Homeland Security Headquarters at St. Elizabeths West Campus, Wash, D.C.

Project Arch tect respons be for \$400 m on US Genera Serv ces Adm n project to adapt National Historic Landmark into headquarters for DHS; included historic preservat on and adapt ve reuse of 700,000sf of ex st ng bu d ngs from the 1850s and 200,000sf of new construct on

Waterbury State Office Complex, Waterbury VT

Project Arch tect/Manager for \$95 m on reuse of the Waterbury State Off ce Comp ex, a state fac ty of 700,000sf that no udes reuse of a former psych atr c state hosp ta dating from 1890. The project restored 15 buildings within the historic core of the campus as we as food mt gat on and new techno og es to reduce energy consumpt on

Waterbury State Office Complex recipient of Vermont Trust for Historic Preservation project of the year award 2016

New Cabell Hall, University of Virginia, Char otte VA Project Arch tect for 1950s era facu ty and off ce bu d ng for Co ege of Arts & Sc ences with over 50 classrooms and 200 offices. Work included replacement of a systems, ncorporat on of day ght ng strateg es, and creat ve so ut ons to reconnecting with the campus. LEED Gold Certification

Richardson Center Corporation, Buffa o NY

Project Manager for the renovat on of the former Buffa o State Hosp ta des gned by HH R chardson, now a National H storic Landmark and adapted for reuse as a new hote; as the preservat on arch tect, charged with the exterior renovation, nc ud ng masonry, w ndow, and roof repar scope.

Other Projects

Isenberg School of Management, UMass Amherst- Project Manager for new bus ness schoo, partnered with BIG architects

Warren/Moore Residence Halls at Vanderbilt University, Nashv e TN-Arch tect/Des gner for new v ng/ earn ng center w th food serv ces and c assrooms, LEED Go d

Global Heritage Hall, Roger Williams Univ., Br sto RI- PA/Des gner for new 53,000 sf c assroom bu d ng / AIA RI Merit Award

Page: 267

PERKINS + WILL BOSTON MA

JUNE 2002 TO MAY 2006

- Mass. College of Pharmacy, Boston MA- Project Manager for new c assroom
- Southern Methodist Univ., Da as TX- Project Arch tect for add t on and renovat on of 1920s res dence ha bu d ngs
- Other Projects

Babson College, Wellesley MA- Project Arch tect for new graduate res dence

Wentworth Inst. of Technology, Boston MA- Project Arch tect for new undergraduate res dence ha

SHEPLEY BULFINCH RICHARDSON & ABBOTT BOSTON MA

JANUARY 1996 TO MAY 2002

American Antiquarian Society, Worcester MA- Project Des gner for add t on and renovation of circa 1870s & 1900s national research ibrary; project include modern zat on of ex st ng fac t es and a state of the art add t on for storage of h stor c co ect on of Amer can terature and graph c arts

LEADERSHIP & AWARDS

Managed des gn and documentat on of comp ex res dent a and government projects nc ud ng nterv ew, ead ng des gn and construct on meet ngs, pub c hear ngs and

Emp oyee of the Year at SBRA, 2001; named Assoc ate at Goody C ancy, 2009

Named Assoc ate at Arrowstreet, 2018

Member of AIA, BSA, APTNE. Presented at APTNE, 2014 and 2016

REFERENCES J m Batche or, Pr nc pa / Arrowstreet Batche or@arrowstreet.com

J Verhosek, Sen or Assoc. / Goody C ancy 617-850-6553 (w)

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Wed 9/22/2021 6:22 PM

To: Devon Fields <dfields@brooklinema.gov>; Ben Vivante <bvivante@brooklinema.gov>

Board/Commission Application Form

Please use this form to apply for one of the <u>open Board/Commission positions</u>. We welcome your application and will respond to you quickly.

Name	arjun mande
Address	
Application for specific Board/Commission?	Plannig Board
What type of experience can you offer thi Board/Commission?	Architec and Urban Designer
What type of issue would you like to see this Board/Commission address?	Field not completed.
Are you involved in any other Town activitie?	DAT and Driscoll Exicutive Design Comittee
Do you have time constraints that would limit your ability to attend one to two meetings a month?	I have a full time job which requires travel
IF RELEVANT, YOU CAN ATTACH OTHER MATERIALS (RESUME, NEWSPAPER, MAGAZINE, OR JOURNAL ARTICLE, ETC.)	Mande Re ume hort pdf

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GOODYCLANCY



YEARS OF EXPERIENCE

15 years with Goody Clancy 18 years total

EDUCATION

Master of Architecture, Washington University in St. Louis

Master of Urban Design, Center for Environmental Planning and Technology, Ahmedabad, India

Bachelor of Architecture, School of Architecture, University of Pune, India

REGISTRATION

Registered Architect in MA

PROFESSIONAL & CIVIC ACTIVITIES

Member, Design Advisory Board, Town of Brookline

Member, Sustainable Design Leaders Group

Planning Committee, Healthy Materials Summit, USGBC Massachusetts

PUBLICATIONS

Co-author w/ Roger Goldstein "Advancing Lab Design, Applying Lessons Learned" Volume 20, Number 4, July/August 2016 Laboratory Design

Co-author w/Carroon, Amy Kaiser "The Synergies of History and Innovation at Champlain College's Welcome and Admissions Center" Volume 10, Issue 1 (Winter 2015) The Journal of Green Building

Illustrator, *Sun, Wind and Light* by G. Z. Brown and Mark Dekay

ARJUN MANDE, AIA, LEED AP BD+C

Associate Principal

Arjun provides design leadership across a broad spectrum of educational projects including student life, research, and teaching spaces. He is motivated to create buildings that are beautiful, sustainable, and healthy. As an architect and urban designer, Arjun envisions buildings that are both distinctive and that contribute to shaping a broader campus setting. His award-winning work includes new construction, additions, and transformations of existing buildings.

Selected relevant projects include:

- Irving Institute for Energy and Society, Dartmouth College (Hanover, NH)—Project Architect
- Chemistry Building Renovation, SUNY at Stony Brook (Stony Brook, NY)—Project Architect
- Physics Building Renovation, University of Virginia (Charlottesville, VA)—Project Architect
- Gant Science Complex, University of Connecticut (Storrs, CT)—Project Architect
- Brandon Avenue Upper Class Student Housing, University of Virginia (Charlottesville, VA)— Project Architect
- Kingsbury Hall Atrium Concept Design, University of New Hampshire (Durham, NH)— Project Architect
- Neuroscience Research Building, SUNY Upstate Medical University (Syracuse, NY)— Project Architect
- Brain and Cognitive Sciences Complex, MIT (Cambridge, MA)—Team Architect
- Cell and Genome Sciences Building Expansion, UConn Health (Farmington, CT)—Project
 Architect
- E25 Animal Facility Renovation, MIT (Cambridge, MA)—Project Architect
- Ruth Mulan Chu Chao Center for Executive Education, Harvard Business School (Boston, MA)—Project Designer
- Alan and Sherry Leventhal Admissions Reception Center, Boston University (Boston, MA) Project Architect
- Sheehan Hall Residential and Dining Complex, Worcester State University (Worcester, MA)—Project Architect
- Living and Learning Complex, Tuck School of Business Administration at Dartmouth College (Hanover, NH)-Project Architect
- Jerry S. Rawls College of Business, Texas Tech University (Lubbock, TX)—Project Architect
- Wyant Athletic and Wellness Center, Case Western Reserve University (Cleveland, OH)— Project Designer